



यशवंतराव चव्हाण महाराष्ट्र मुक्त विद्यापीठ, नाशिक
संगणक शास्त्र विद्याशाखा

संगणकशास्त्र विद्याशाखा परिषद बैठक 2015/02

विषयपत्रिका

विषय क्रमांक B-1/F-178/2015/03 संगणकशास्त्र विद्याशाखा परिषदेच्या दि. 12 जानेवारी 2015
बैठकीचे इतिवृत्त मान्यतेस्तव सादर (परिशिष्ट अ)

प्रस्ताव इतिवृत्तास मान्यता मिळावी

विषय क्रमांक B-1/F-178/2015/04 एमकेसीएलबरोबर सहकार्याने क्लिक सर्टिफिकेट शिक्षणक्रम
राबविण्यासंदर्भातील कराराच्या मसुद्यावर चर्चा करून गरज असल्यास आवश्यक बदल सुचवून
मान्यता देणे. (परिशिष्ट आ)

टिपणी एमकेसीएल बरोबर सहकार्याने विद्यापीठ २०११ पासून वेव्ह सर्टिफिकेट शिक्षणक्रम राबवत
आहे. त्यासंदर्भात विद्यापीठाने एमकेसीएलबरोबर करार केला आहे. या करारांतर्गत राबविण्यात
येणाऱ्या शिक्षणक्रमांमध्ये नव्याने काही शिक्षणक्रमांचा समावेश करण्याबाबत एमकेसीएलकडून
मागणी आल्यावर मागच्या दोन विद्याशाखा परिषदेमध्ये त्यासंबंधीत विषय ठेवण्यात आला.
त्याच्यावर सविस्तर चर्चा झाली. काही गोष्टींची स्पष्टता एमकेसीएलकडून करून घेण्यात
आली.

विद्यापीठात मान्य झाल्याशिवाय नवीन शिक्षणक्रमांचा समावेश करू नये असे
विद्याशाखेमार्फत एमकेसीएलला तोंडी (प्रत्यक्ष तसेच दूरध्वनीवर) सांगण्यात आले होते मात्र
लेखी स्वरूपात (पत्राने अथवा इमेलने) एमकेसीएलला तसे कळविण्यात न आल्याने
दरम्यानच्या काळात एमकेसीएलने हे शिक्षणक्रमही सुरू केले व त्यांची प्रमाणपत्रेही
विद्यापीठाकडे स्वाक्षरीसाठी पाठविण्यात आली. ती अद्यापही विद्यापीठाकडे पडून आहेत.
सध्या अस्तित्वात असलेल्या कराराप्रमाणे राबविण्यात येणाऱ्या शिक्षणक्रमांची प्रमाणपत्रे
संयुक्तपणे देण्यात येत होती. प्रमाणपत्रावर एमकेसीएलचे बोधचिन्हही छापण्यात येत असे.

विद्यापीठाने संयुक्तपणे प्रमाणपत्र न देता विद्यापीठाच्या इतर प्रमाणपत्र शिक्षणक्रमांप्रमाणे
फक्त गुणपत्रिका द्यावी तसेच या विद्यार्थ्यांना विद्यापीठाचा नोंदणीक्रमांकही असावा यासारखे
महत्त्वाचे बदल कार्यपद्धतीत करण्याची आवश्यकता होती. त्यामुळे याबाबत एमकेसीएलशी
सविस्तर चर्चा करून नविन सामंजस्य करार करण्याचा निर्णय घेण्यात आला. त्याप्रमाणे
एमकेसीएलने पाठवलेल्या सामंजस्य कराराच्या मसुद्यावर विद्यापीठाच्या कायदेशीर
सल्लागारांचेही मत घेण्यात आले आणि त्यांनी सुचविलेल्या सुधारणा अंतर्भूत करण्यात आल्या
आहेत.

प्रस्ताव एमकेसीएलबरोबर क्लिक प्रमाणपत्र शिक्षणक्रम राबविण्यासंदर्भातील सामंजस्य करार नव्या स्वरूपात करण्यास मान्यता मिळावी

विषय क्रमांक B-1/F-178/2015/05 बी.ए. (सर्व्हिसेस अॅडमिनिस्ट्रेशन), डिप्लोमा इन बिझिनेस प्रोसेस मॅनेजमेंट आणि अॅडव्हान्स डिप्लोमा इन बिझिनेस प्रोसेस मॅनेजमेंट या शिक्षणक्रमासाठी सत्र पद्धती लागू करण्याबाबत

टिपणी बी.ए. (सर्व्हिसेस अॅडमिनिस्ट्रेशन) या शिक्षणक्रमाचे मूल्यमापन सध्या वार्षिक मूल्यमापन पद्धतीद्वारे होते. त्याऐवजी विद्यापीठ अनुदान आयोग आणि महाराष्ट्र शासनाच्या मार्गदर्शक तत्वानुसार या शिक्षणक्रमासाठी सत्र पद्धती (सेमिस्टर पॅटर्न) लागू केला तर परीक्षा विभागावर फारसा अतिरिक्त भार पडणार नाही. (या शिक्षणक्रमाची विद्यार्थी संख्या जास्त नसल्याने तसेच मूल्यमापनाची पद्धत वेगळी असल्याने आणि तंत्रज्ञानाच्या वापरावर आधारित असल्याने) याच शिक्षणक्रमातील प्रथम वर्षाच्या अभ्यासक्रमांचा समावेश असलेला डिप्लोमा इन बिझिनेस प्रोसेस मॅनेजमेंट आणि पहिल्या दोन वर्षांच्या अभ्यासक्रमांचा समावेश असलेला अॅडव्हान्स डिप्लोमा इन बिझिनेस प्रोसेस मॅनेजमेंट या दोन शिक्षणक्रमांनादेखील सत्र पद्धती (सेमिस्टर पॅटर्न) लागू करता येईल.

प्रस्ताव बी.ए. (सर्व्हिसेस अॅडमिनिस्ट्रेशन) , डिप्लोमा इन बिझिनेस प्रोसेस मॅनेजमेंट आणि अॅडव्हान्स डिप्लोमा इन बिझिनेस प्रोसेस मॅनेजमेंट या शिक्षणक्रमासाठी सत्र पद्धती लागू करण्यास मान्यता मिळावी.

विषय क्रमांक B-1/F-178/2015/06 बी.ए. (सर्व्हिसेस अॅडमिनिस्ट्रेशन) प्रमाणेच पुढील पदवी शिक्षणक्रम शिका आणि कमवा योजनेअंतर्गत सुरू करण्याबाबत

- बी.एस्सी. (कॉम्प्युटर सिस्टिम अॅडमिनिस्ट्रेशन)
- बी.एस्सी. (आय.टी. ॲप्लिकेशन डेव्हलपमेंट)
- बी.एस्सी. (क्रिएटिव्ह डिजिटल आर्ट्स अॅन्ड न्यू मिडिया)

टिपणी बी.ए. (सर्व्हिसेस अॅडमिनिस्ट्रेशन) हा शिक्षणक्रम सुरू करण्याचा निर्णय विद्यापीठाने घेतला तेव्हा पुढील शिक्षणक्रमही सुरू करण्याबाबतची मागणी एमकेसीएलने केली होती. मात्र तेव्हा सुरुवातीला एका शिक्षणक्रमाने सुरुवात करू आणि नंतर इतर शिक्षणक्रमांचा विचार करू असे ठरले. काम करता करता पदवी शिक्षण देणारा हा शिक्षणक्रम दोन वर्ष राबविण्याचा अनुभव लक्षात घेता आणि इतर शिक्षणक्रमांचे अध्ययन साहित्य तयार झालेले असल्याने २०१५-१६ पासून पुढील पदवी शिक्षणक्रम शिका आणि कमवा योजनेअंतर्गत सुरू करण्याची एमकेसीएलची विनंती आहे.

- बी.एस्सी. (कॉम्प्युटर सिस्टिम अॅडमिनिस्ट्रेशन)
- बी.एस्सी. (आय.टी. ॲप्लिकेशन डेव्हलपमेंट)
- बी.एस्सी. (क्रिएटिव्ह डिजिटल आर्ट्स अॅन्ड न्यू मिडिया)
- बी.एस्सी. (लाइव्हलिहूइस अॅन्ड सस्टेनेबल डेव्हलपमेंट)

यापैकी बी.एस्सी. (लाइव्हलिहूइस अॅन्ड सस्टेनेबल डेव्हलपमेंट) हा शिक्षणक्रम या विद्याशाखेतर्गत सुरू करणे योग्य होणार नाही. त्यामुळे सदर शिक्षणक्रम वगळून इतर तीन शिक्षणक्रमांबाबत निर्णय घेता येईल. (परिशिष्ट इ मध्ये शिक्षणक्रमांचा तपशील दिला आहे)

प्रस्ताव यासंदर्भात एक समिती नेमून त्यामाध्यमातून बी.ए. (सर्व्हिसेस अँडमिनिस्ट्रेशन) या शिक्षणक्रमाचा आढावा पुढील मुद्द्यांच्या अनुशंगाने घेण्यात यावा.

- शिक्षणक्रम राबविण्याची आणि मूल्यमापनाची कार्यपद्धती
- विद्यार्थ्यांना दोन वर्षांनंतर शिक्षणक्रमाबाबत, राबविण्याच्या कार्यपद्धतीबाबत काय वाटते
- स्टडी सेंटर अँट वर्कप्लेसेसना शिक्षणक्रमाबाबत, राबविण्याच्या पद्धतीबाबत काय वाटते
- शिक्षणक्रमाची उपयुक्तता आणि शिक्षणक्रम पूर्ण करणाऱ्या विद्यार्थ्यांना रोजगाराच्या उपलब्ध होऊ शकणाऱ्या संधी

याच समितीने प्रस्तावित शिक्षणक्रमांबाबत आढावा घ्यावा

- शिक्षणक्रमाची संरचना
- शिक्षणक्रमांची गरज आणि शिक्षणक्रम पूर्ण करणाऱ्यांना भविष्यात मिळू शकणाऱ्या संधी
- शिक्षणक्रम राबविण्याची आणि मूल्यमापनाची कार्यपद्धती
- स्टडी सेंटर अँट वर्कप्लेसेसची सांभाव्य यादी व अपेक्षित विद्यार्थी संख्या
- अध्ययन साहित्याच्या विकसनाची स्थिती

या समितीला वरील बाबींचा आढावा घेतल्यावर विद्यापीठाने राबविण्यास हरकत नाही असे वाटल्यासच विद्यापीठाने प्रस्तावित शिक्षणक्रम सुरू करावेत.

विषय क्रमांक B-1/F-178/2015/07 संगणक शिक्षणक्रम राबविण्यासाठी अभ्यासकेंद्र देण्याच्या नवीन नियमांना तसेच कार्यपद्धतीला मान्यता देण्याबाबत

टिपणी विद्यापीठ अनुदान आयोगाकडून होणारे मार्गदर्शन लक्षात घेऊन तसेच विद्यापीठाचा अभ्यासकेंद्रांबाबतचा अनुभव लक्षात घेऊन अभ्यासकेंद्र सुरू करण्यासाठी आवश्यक निकषांमध्ये काही सुधारणा प्रस्तावित केल्या आहेत. तसेच अभ्यासकेंद्र मान्यतेची सध्याची पद्धत बदलून नवीन पद्धती प्रस्तावित करण्यात आली आहे. यासंदर्भातील सविस्तर माहिती **परिशिष्ट ई** मधे दिली आहे (अभ्यासकेंद्रांचे निकष, अभ्यासकेंद्र मान्यतेची कार्यपद्धती याची माहिती देणारी अभ्यासकेंद्र मागणी माहिती पुस्तिका)

त्यातील महत्त्वाच्या बाबी पुढे दिल्या आहेत

- प्रचलित विद्यापीठांचा संगणक क्षेत्रातील पदवी शिक्षणक्रम ज्या संस्थेत सुरू आहे त्याच संस्थांना पदवी शिक्षणक्रमासाठी अभ्यासकेंद्र देण्यात येईल.
- पदविका आणि प्रमाणपत्र शिक्षणक्रमासाठी खाजगी संस्थांना मान्यता देताना मागील तीन वर्षात ज्या संस्थाची वार्षिक उलाढाल 20 लाखापेक्षा जास्त आहे अशाच संस्थांचा विचार केला जाईल. यासाठी मागील तीन वर्षांचे लेखा परिक्षण केलेले ताळेबंद संस्थांकडून मागविण्यात येतील.
- पदविका आणि प्रमाणपत्र शिक्षणक्रमासाठी खाजगी संस्थांना मान्यता देताना पब्लिक ट्रस्टअंतर्गत कार्यरत असणाऱ्या संस्थांना शॉप अँक्टखाली नोंदणी केलेल्या संस्थापेक्षा प्राधान्य देण्यात येईल.
- पदविका आणि प्रमाणपत्र शिक्षणक्रमासाठी खाजगी संस्थांना मान्यता देताना ज्या संस्थांची जागा स्वतःच्या मालकीची आहे त्यांना भाडेकरारावरील जागेत काम करणाऱ्या संस्थांपेक्षा प्राधान्य देण्यात येईल.

- अभ्यासकेंद्र मान्यता ही तीन वर्षासाठी देण्यात येईल. तीन वर्षांमध्ये पदवी शिक्षणक्रमासाठी किमान 150 नवीन विद्यार्थ्यांची नोंदणी न होऊ शकणाऱ्या अभ्यासकेंद्रांची तसेच पदवी व प्रमाणपत्र शिक्षणक्रमासाठी किमान 200 विद्यार्थ्यांची नोंदणी न होऊ शकणाऱ्या अभ्यासकेंद्रांच्या अभ्यासकेंद्र मान्यतेचे नूतनिकरण करण्यात येणार नाही.

प्रस्ताव अभ्यासकेंद्र मागणी माहिती पुस्तिकेस आणि अभ्यासकेंद्र मान्यता देण्याच्या प्रस्तावित पद्धतीस मान्यता मिळावी

विषय क्रमांक B-1/F-178/2015/08 बी.एस्सी. (इंडस्ट्रिअल सायन्स) या शिक्षणक्रमाचा आढावा घेण्याबाबत

टिपणी बी.एस्सी (इंडस्ट्रिअल सायन्स) या शिक्षणक्रमाची सुरवात करण्यात आली तेव्हा तो फक्त तंत्रशिक्षण पदविका शिक्षणक्रम झालेल्या किंवा करत असणाऱ्या विद्यार्थ्यांना तसेच प्रत्यक्ष इंडस्ट्रीमध्ये काम करणाऱ्यांना उपलब्ध करून देण्याचे प्रस्तावित होते. या विद्यार्थ्यांना पदवी शिक्षण पूर्ण करता यावे आणि त्याचा त्यांना कामाच्या ठिकाणी तसेच नोकरी मिळवताना किंवा स्वतःचा उद्योग सुरू करताना उपयोग व्हावा ही भूमिका होती. इंडस्ट्रिट काम करण्याचा अनुभव असणाऱ्यांना किंवा तंत्रशिक्षणातील पदविकाधारकांना या शिक्षणक्रमातील अभ्यासक्रम उपयुक्त आहेत यात शंका नाही. मात्र आता या शिक्षणक्रमाला कोणत्याही विद्याशाखेतील बारावी उत्तीर्ण प्रवेश घेऊ शकतो. तसेच प्रथम वर्षातील अभ्यासक्रमांचा समावेश असलेल्या पदविका शिक्षणक्रमासाठी तर प्रवेश पात्रता दहावी आहे. या प्रवेश पात्रतेच्या विद्यार्थ्यांना हा शिक्षणक्रम खरोखरच उपयुक्त ठरू शकतो का याचा आढावा घेणे आवश्यक आहे. कारण या शिक्षणक्रमात बहुतेक सर्व शिक्षणक्रम हे सैद्धांतिक (प्रात्यक्षिकांचा समावेश नसलेले) आहेत. अध्ययन साहित्यही कोणत्याही शाखेच्या बारावी झालेल्या किंवा दहावी झालेल्या विद्यार्थ्यांला समजेल असे नाही. अध्ययन साहित्य स्वयं अध्ययन साहित्य या प्रकारात बसणारे नाही. शिक्षणक्रम पूर्ण झाल्यावर विद्यार्थ्यांकडून इंडस्ट्रिने काय अपेक्षा बाळगाव्या आणि त्या बी.एस्सी. (इंडस्ट्रिअल सायन्स) चे विद्यार्थी पूर्ण करू शकतील का याबाबत आढावा घेण्याची गरज आहे. गरज पडल्यास शिक्षणक्रमाची संरचना बदलणे, किंवा प्रवेश पात्रतेचे निकष बदलणे, अध्ययन साहित्यात बदल करणे, मूल्यमापन पद्धतीत बदल करणे अशा अनेक गोष्टी कराव्या लागतील.

प्रस्ताव बी.एस्सी. (इंडस्ट्रिअल सायन्स) या शिक्षणक्रमाचा, त्यासाठीच्या प्रवेश पात्रतेचा, शिक्षणक्रमाच्या संरचनेचा, मूल्यमापन पद्धतीचा आणि अध्ययन साहित्याचा आढावा घेऊन सविस्तर शिफारशी करण्यासाठी सर्वसमावेशक समिती नेमण्यात यावी.

विषय क्रमांक B-1/F-178/2015/09 मा. अध्यक्षांच्या परवानगीने येणारे ऐनवेळचे विषय

परिशिष्ट आ
B.A. (Services Administration) – Revised Structure

First Year

| OLD | | NEW |
|-------------------|--|--|
| Course Code | Course Names | Course Names |
| Semester 1 | | |
| BSA101 | Information Technology Skills – Basics | Introduction to Service Sectors (Part 1) |
| BSA102 | Information Technology Skills – Advanced | Introduction to Service Sectors (Part 2) |
| BSA103 | Business Communication | Marketing and Selling |
| BSA104 | Workplace Ethics and Responsibility | IT Skills - Basics |
| BSA105 | Effective Collaboration and Listening skills | Business Communication: Marketing and Promotion |
| Semester 2 | | |
| BSA106 | Learning and Thinking Skills | Front Office Management, Education |
| BSA107 | Presentation, Marketing and Selling skills | Travel, Tourism and Hospitality |
| BSA108 | Finance Literacy | Collaboration, Business Processes and Workflows |
| BSA109 | Digital Citizenship and New Literacy's | IT Skills - Advanced |
| BSA110 | Leadership and entrepreneurship | Business Communication: Operations and Reporting |

Second Year

| OLD | | NEW |
|-------------------|---|---|
| Course Code | Course Names | Course Names |
| Semester 3 | | |
| BSA201 | Overview of Service Industry: BPO,KPO and LPO and Indian Scenario | Trading and Retail |
| BSA202 | Front Office Customer Services and Management | Logistics and Supply Chain Management |
| BSA203 | Back Office Customer Services and Management | Customer Centricity |
| BSA204 | MIS and Reporting – Part 1 | Data Management and Analysis |
| BSA205 | MIS and Reporting – Part 2 | Business Communication: Processes and Workflows |
| | | Environment literacy |
| Semester 4 | | |
| BSA206 | Science of Service | Banking, Finance and Insurance |
| BSA207 | Service designing: Banking, Finance, Insurance | Accounting and Legal |
| BSA208 | Service designing: Accounting, Legal | Customer Feedback and Grievance Management |
| BSA209 | Service designing: Travel and Tourism | Financial Accounting |
| BSA210 | Service designing: Hotels, Restaurants, Hospitality, Event Management | Business Communication: Complaints and Grievances |

Third Year

| Course Code | Course | Course |
|-------------------|---|--|
| Semester 5 | | |
| OLD | | NEW |
| BSA301 | Complaint Management | Governance and Healthcare |
| BSA302 | Business Analytics | IT Infra Support Services |
| BSA303 | Decision making and Negotiations – Part 1 | Quality at Workplace |
| BSA304 | Decision making and Negotiations – Part 2 | Cyber Security |
| BSA305 | Human Resource Management – Part 1 | Business Communication : Documentation |
| Semester 6 | | |
| BSA306 | Human Resource Management – Part 2 | Media and Communication |
| BSA307 | Operations Management | Art, Culture and Entertainment |
| BSA308 | Facility Administration | Project |
| BSA309 | Business Planning and Project Development | |
| BSA310 | Six Sigma Green Belt | |

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eLearning Setup at Study Center @
Workplace: Work Lab

2014-2015

संगणक शास्त्र विद्याशाखा
य. च. म. मुक्त विद्यापीठ, नाशिक

| | |
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| 1. ERA DEPLOYMENT MODEL..... | 3 |
| 1.1 SETUP FOR ERA DEPLOYMENT | 4 |
| 1.1.1 PC CONFIGURATION | 4 |
| 1.1.2 SOFTWARE..... | 5 |
| 1.1.3 LIST OF SOFTWARE GETTING INSTALLED WITH OPEN ERA..... | 5 |
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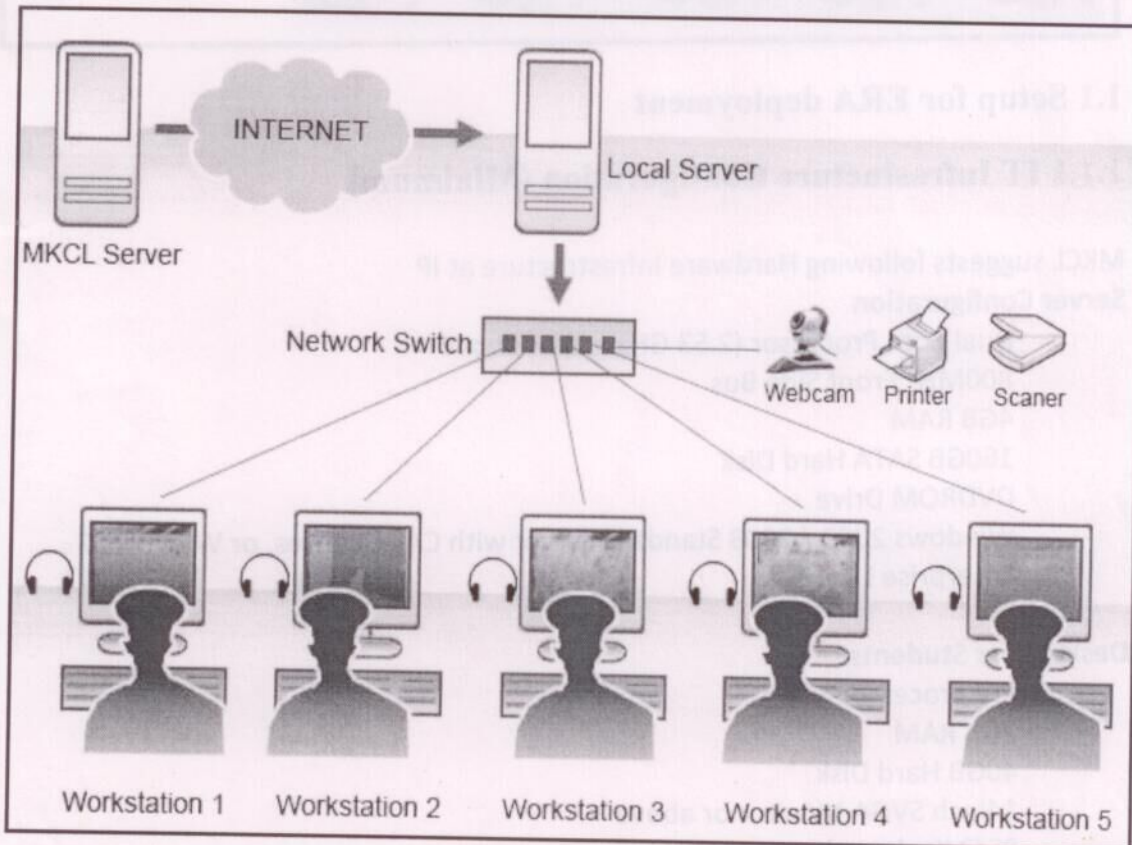


1. ERA Deployment Model

Technology driven blended learning model for academic delivery comprises of deployment of MKCL's eLearning platform: ERA (eLearning Revolution for All) on the local server of Industry Partners (IPs) with personalized access to eContent for each learner, interim performance tests, personalized learner records, and analytical reports for the learning facilitators.

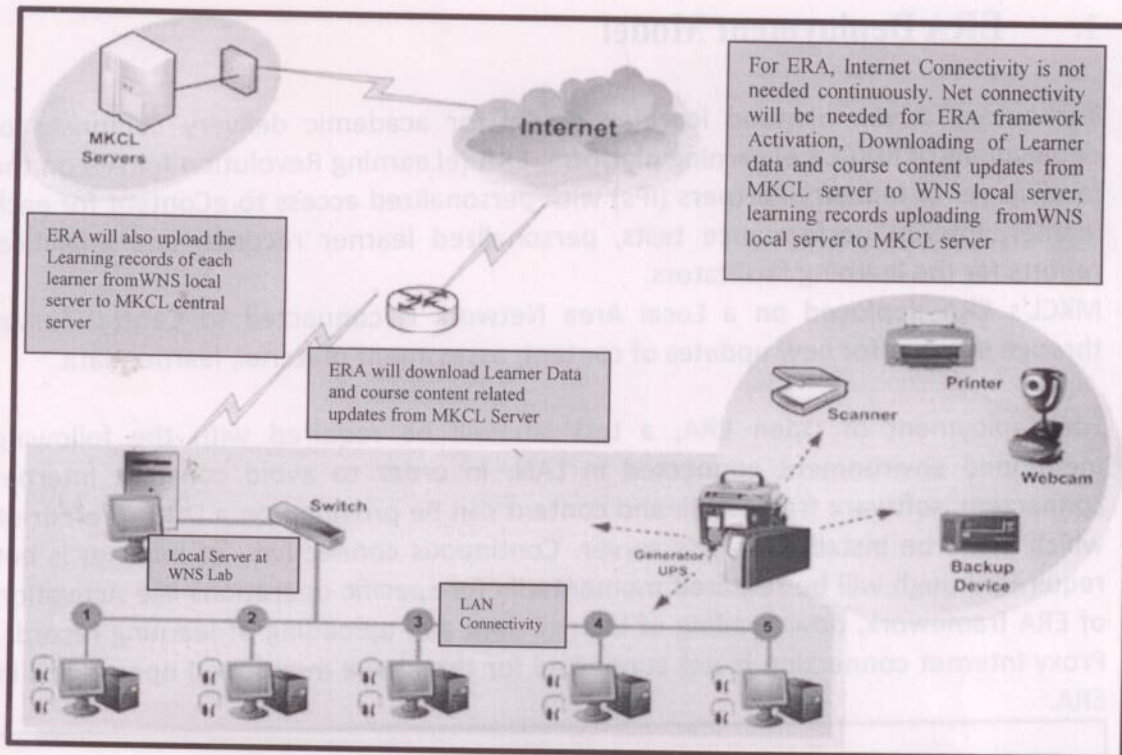
MKCL's ERA deployed on a Local Area Network is connected to Central Server through internet for new updates of content, assessment material, learner data.

For deployment of Open ERA, a test lab will be required with the following mentioned environment connected in LAN. In order to avoid constant Internet connection, software framework and content can be provided on a DVD / Pen drive which could be installed on IP's server. Continuous connectivity of Internet is not required though will be required momentarily for specific operations like Activation of ERA framework, downloading of learner data and uploading of learning records. Proxy Internet connection is not supported for the above mentioned operation's in ERA.



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1.1 Setup for ERA deployment

1.1.1 IT Infrastructure Configuration (Minimum)

MKCL suggests following Hardware Infrastructure at IP Server Configuration

- Dual Core Processor (2.53 GHz x 2) or above
- 800MHz Front Side Bus
- 4GB RAM
- 160GB SATA Hard Disk
- DVDROM Drive
- Windows 2003 / 2008 Standard Server with CAL Licenses, or Windows 7 Enterprise Licenses

Desktop for Students:

- PIV processor
- 2GB RAM
- 40GB Hard Disk
- 14inch SVGA Monitor or above
- PS/2 Keyboard
- PS/2 Mouse
- Two-port Headphone sharer
- Windows XP / Windows 7
- Headphone with Mic, one per client machine

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LAN

10/100 Mbps Network Switch (Server and all Desktops should be connected to this Network Switch)

Internet

56Kbps Dialup Connection (Server should be able to connect to the MKCL's Central Server by using Internet Connection)

Firewall (If Applicable)

Following links given below should be accessible from ERA Server, its required to upload /download updates related to application and student data. All links run on Port 80.

- <http://esb.mkcl.org/ESB/transformer/executeTransformerJsonSecure/LMS1>
- <http://eracdn.mkcl.org/CDNGateway/resources/public/ERA/AMS>
- <http://eranew.mkcl.org/ERA>

UPS / Inverter with Battery backup, Generator

1.1.2 Software

Required on Server (Minimum)

- Windows server 2003 with SP2 / 2008 standard Edition with SP2 or Windows 7 Enterprise without Apache and MySQL pre- installed on it.
- Java
- Antivirus
- Google Chrome or Mozilla Firefox Browser
- Other utilities like Adobe Acrobat, WinZip, Flash Player etc.

Required on Client (Minimum)

- Windows XP with SP2 / 7
- Office 2010
- Antivirus
- Other utilities like Adobe Acrobat, WinZip etc.

1.1.3 List of Software getting installed with Open ERA



- Java
- Apache
- My SQL 5.5
- Adobe Flash Player
- Open ERA framework

1.1.4 Backup

- Backup will be configured on ERA local server (installed at IP location) by MKCL IT Infra Team. Replica of the same file to a different location on daily basis should be configured. MKCL shall share exact path of the backup file on local server at the time of installation.

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Annexure 1

Names of the Knowledge Lit Career Certificate Courses (KLiC Certificate Courses)
as on March 2015

| Sr.No | Names of the KLiC Certificate Courses |
|-----------------------------------|--|
| Creative Digital Arts | |
| 1. | Certificate in Content Illustration |
| 2. | Certificate in Desktop Publishing |
| 3. | Certificate in Web Designing |
| 4. | Certificate in 2D Animation |
| 5. | Certificate in Video Editing |
| 6. | Certificate in Graphic Designing |
| 7. | Certificate in Photo Editing |
| 8. | Certificate in Stationery Designing |
| 9. | Certificate in 3D Modeling |
| 10. | Certificate in 3D Texturing |
| 11. | Certificate in 3D Lighting |
| 12. | Certificate in 3D Rigging |
| 13. | Certificate in 3D Animation |
| 14. | Certificate in Compositing and Visual Effects |
| Computer Aided Design | |
| 15. | Certificate in AutoCAD |
| Programming | |
| 19. | Certificate in SCRATCH Programming |
| 16. | Certificate in C Programming |
| 17. | Certificate in C++ programming |
| 18. | Certificate in Java Programming |
| Finance and Accounts | |
| 20. | Certificate in Financial Accounting with Tally ERP |
| Small Business Management | |
| 21. | Certificate in Office Assistance |
| 22. | Certificate in Marketing Material Designing |
| 23. | Certificate in Tour Planning |
| 24. | Certificate in Advanced Excel |
| 25. | Certificate in Presentation Designing |
| IT Hardware and Networking | |
| 26. | Certificate in IT Hardware Support |
| 27. | Certificate in IT Network Support |
| 28. | Certificate in IT Security Support |
| 29. | Certificate in Desktop Support |

*This annexure will be amended from time to time based on addition of new Certificate Courses and discontinuation of old ones.

Annexure 2

Specification of each KLIC Certificate Course

1. Duration: 120 Hours
2. Medium of learning is normally English (Some courses may be offered in Marathi and other regional languages)
3. Mode of learning: eLearning
4. Eligibility : To be specified for each course separately.
5. Certifying Body: Yashwantrao Chavan Maharashtra Open University (YCMOU), Nashik
6. Study Center: MKCL-WAVE SC
7. Course Commencement : One batch in each calendar month (January to December)
8. Course Start Date: 16th day of each calendar month
9. Evaluation Pattern (**Total 100 Marks**)
 - A. Section 1 (auto-marking): **25 marks**- Learning Progression
 - B. Section 2 (auto-marking):**25 marks** - Internal Assessment
 - C. Section 3 (auto-marking): **50 marks** - Final Online Examination

Passing Criterion: Separate passing in Section 1, 2 and 3 by scoring at least 40% marks in each section.

10. Printed Mark Sheet will be issued by YCMOU and will be delivered to Learner by MKCL

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AGREEMENT

This Agreement is made at _____ on the _____ day of _____ 2015 at Nashik, INDIA.

BETWEEN

Yashwantrao Chavan Maharashtra Open University, established by the Yashwantrao Chavan Maharashtra Open University Act 1989 (Mah. XX of 1989) located at Dnyangangotri, Near Gangapur Dam, Nashik 422 222, through its Registrar, hereinafter referred to as "YCMOU (which term shall so far as the context admits be deemed to mean and include its successors and assignees), as the party of the First part,

AND

Maharashtra Knowledge Corporation Limited, a Company incorporated under the Companies Act, 1956, having CIN. U80302PN2001 PLC135348 and having its registered office at ICC Trade Tower, 'A' Wing, 5th Floor, Senapati Bapat Road, Pune 411 016, INDIA. through its authorized representative and signatory, Shri Vivek Sawant, Managing Director, hereinafter referred as "MKCL" (which term shall so far as the context admits be deemed to mean and include its successors and assignees), as the party of the second part,

PREAMBLE

WHEREAS MKCL was promoted by the Government of Maharashtra, India for propagation of the new education paradigm based on universalization and integration of Information Technology in education and taking the fruits of IT to the masses at large. A Mass IT Literacy Movement has been successfully propagated by MKCL in the State of Maharashtra by making more than 9 million learners (especially students) IT literate in a self-sustainable manner in about 12 years by developing an appropriate eLearning Technology.

AND WHEREAS MKCL now aims to develop skilled manpower through diversified courses to meet the employability requirements of youth and to instill self-employment skills among them through a large number of vocational education courses relevant to emerging knowledge society and knowledge economy.

AND WHEREAS MKCL, therefore, under its Program for Development of Knowledge Lit Careers (KLiC) is now developing new vocational education courses by forging partnerships with various organizations having domain expertise and leading to actionable knowledge to and employability of the learners in emerging knowledge economy, ,

AND WHEREAS the YCMOU has recognized that with rapid transformation of societies in social, political, economic, technological, and education spheres, there has been a change in the perspective on the need for and nature of Vocational Education. New challenges have begun to emerge, and old ones to remerge,

AND WHEREAS the YCMOU recognized that it is now imperative that due importance be given to new vocational education relevant to emerging knowledge economy, as a result of which there will be a proper match between the skilled manpower required and skilled manpower available.

AND WHEREAS the YCMOU recognized that imparting new vocational education among the people at large involves access to actionable knowledge resources

- to very large learner populations with various diversities - **Bigger**,
- with a high quality of relevance and applicability in their life and work - **Better**,
- at a cost affordable to them - **Cheaper**,
- within a shortest possible time - **Faster**,
- with a wide accessibility from metros to villages - **Wider**,
- and in a mass-personalized manner – **Deeper**

which can be given only by deploying imaginative, pervasive and appropriate eLearning technologies in a manner similar to what has been designed, developed and successfully delivered by MKCL in its mass IT literacy mission over last 12 years

AND WHEREAS the YCMOU had, after careful consideration of such various aspects, decided that it could forge a collaborative endeavor with MKCL to launch new vocational education courses by seeking necessary partnership with MKCL on a mutually agreed basis, by avoiding the expense of time and resources in reinventing the essentials,

AND WHEREAS both YCMOU and MKCL entered into an Agreement on June 07, 2011 specifying their rights, duties and responsibilities for implementation of series of vocational courses,

AND WHEREAS due to some changes in the certification norms of YCMOU for the said series of vocational courses, both the parties have agreed to terminate the previous agreement vide its clause 12(c) and enter into a fresh Agreement specifying their rights, duties and responsibilities for the implementation of series of vocational courses while agreeing as per clause 12(d) of the agreement dated June 07, 2011 to fulfill the ongoing commitment of certification to the previously admitted learners for whom the issuance of certificates/mark sheets is still pending,

AND WHEREAS now this Agreement shall replace the Agreement dated **June 07, 2011**.

NOW THIS AGREEMENT WITNESSETH AND IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

1 DEFINITIONS

Without limiting any other terms defined elsewhere herein as used in this Agreement, the following terms shall, unless the context otherwise require, have the following respective meanings:

- a) **"MKCL's World-class Academy for Vocational Excellence"** (hereinafter referred to as MKCL-WAVE) means MKCL's virtual academy coordinated from MKCL Pune for delivering a series of vocational courses leading to Knowledge Lit Careers (hereinafter referred to as "KLiC Certificate Courses" or "Certificate Courses") mutually agreed by and between MKCL and YCMOU and as would be enlisted in Annexure 1 of this agreement from time to time and which are delivered by MKCL-WAVE using various eLearning technologies.
- b) **MKCL-WAVE SC** means **MKCL-WAVE's Study Center** which is authorized by YCMOU as per its norms for the MKCL-WAVE to deliver the KLiC Certificate Courses mentioned above.
- c) **MKCL's ERA/ERA** means **"MKCL's eLearning Revolution for All"**, an eLearning framework designed, developed and owned by Maharashtra Knowledge Corporation Limited for design, development and delivery of courses in eLearning mode. ERA comprises of –

- Content Design and Integration System (CDIS)
- Learning Content Management System (LCMS)
- Learning Management System (LMS)
- Online Evaluation System (OES) and
- Online Assignment Management System (OAMS)

संगणक शास्त्र विद्याशाखा
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- d) **Learner** means the individual registered at the MKCL-WAVE SC for undertaking KLiC Certificate Course/s as mentioned in Annexure 1 after full payment of the course fee and examination fee and receipt by MKCL of these fees within the specified period and after issuance of valid login id and password to him/her by MKCL to access MKCL's eLearning framework ("MKCL's ERA").

2. RESPONSIBILITIES OF YCMOU

The YCMOU shall undertake the following broad responsibilities for delivery of KLiC Certificate Courses:

- a) In order to accomplish the long term developmental objectives described in the Preamble stated above, YCMOU shall take a policy decision to jointly implement in partnership with MKCL the KLiC Certificate Courses.

YCMOU shall appoint a Project Leader with adequate authority and accountability and with requisite support staff for fulfilling their responsibilities in the implementation of KLiC Certificate Courses and for acting as a single point contact with MKCL for the same.

- b) YCMOU shall assign its Permanent Registration Number (PRN) to the Learners registered at MKCL-WAVE SC from time to time.
- c) YCMOU shall function as Moderating and Controlling Body for Examinations. As a controlling body its scope shall be and limited to deciding the time schedule, method and manner of examinations as mutually agreed with MKCL and as specified in Annexure 2 from time to time.
- d) YCMOU shall issue the mark-sheets in timely manner for the successful learners as communicated by MKCL. That is, MKCL shall forward the data of successful learners to YCMOU by 20th day of each Calendar Month and YCMOU shall issue the Mark-sheets and dispatch the same to MKCL by 30th day of the same month. The Mark-sheets given to the successful Learners will have signatures of the concerned officer of the YCMOU duly authorized to do so.
- e) YCMOU shall depute the Project Leader or other authorized officer for attending and participating in review meetings convened by MKCL on quarterly basis. All expenses related to travel, lodging-boarding concerning the officer attending the meeting shall be borne by YCMOU.

3. RESPONSIBILITIES OF MKCL

MKCL shall undertake the following broad responsibilities for delivery of KLiC Certificate Courses:

3.1 Appointment of Project Leader and convening Quarterly Meetings

- a) MKCL shall appoint a Project Leader with adequate authority and accountability and with requisite support staff for fulfilling their responsibilities in the implementation of KLiC Certificate Courses and for acting as a single point contact with YCMOU for the same.
- b) MKCL shall convene in each quarter a review meeting with YCMOU as per mutually agreed date, time and place. MKCL shall depute the project Leader or other authorized officer for attending and participating in these meetings convened quarterly. All expenses related to

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travel, lodging-boarding concerning the MKCL's officer attending the meeting shall be borne by MKCL.

3.2 Syllabus

- a) MKCL shall undertake the responsibility to conceive, design and prescribe the syllabus of KLiC Certificate Courses to be offered under this agreement.
- b) MKCL shall obtain inputs from YCMOU on the syllabus before launching these Certificate Courses. The syllabus of the Certificate Courses will be reviewed in quarterly meetings by MKCL and YCMOU jointly and will be accordingly revised by MKCL, if necessary, so as to match the emerging trends in market, technology, standards and regulations and emerging aspirations of the learners as well as emerging requirements to enhance the employability of the learners.
- c) MKCL shall propose to add new Certificate Courses or revise/delete existing Certificate Courses or propose to revise the specifications of the KLiC Certificate Courses and MKCL and YCMOU shall mutually agree upon them normally in the quarterly review meetings or by correspondence and accordingly revise the Annexure 1 and 2 from time to time.

3.3 Management of MKCL-WAVE SC

- a) MKCL shall establish YCMOU approved study center viz. MKCL-WAVE SC for offering the KLiC Certificate Courses in eLearning mode under this agreement.
- b) MKCL shall make available on monthly basis the registered Learner data in requisite format to YCMOU for generation of YCMOU's Permanent Registration Number (PRN).
- c) MKCL shall ensure smooth conduct of these Certificate Courses under MKCL-WAVE SC in eLearning mode by establishing the requisite IT Infrastructure setup, eLearning framework and eLearning content for the Learners. These learners can access MKCL's ERA framework from the location and time convenient to them.
- d) MKCL shall regularly supervise the performance of MKCL-WAVE SC, seek feedback of the Learners, and implement improvements in MKCL-WAVE SC services, wherever necessary.

3.4 Conduct and Methodologies

- a) MKCL shall undertake the overall management of the conduct of the KLiC Certificate Courses.
- b) MKCL shall create the personal login id for each Learner on its eLearning platform (ERA), monitor and keep track of the individual Learning Progression to maintain the learning profile.

3.5 Examination

- a) MKCL shall function as the Examining Body and provide the ERA software platform and methodology for online examination of the Certificate Courses.
- b) MKCL shall undertake smooth, impartial and trustworthy conduct of the examination/s of the Learners at the stipulated examination centers:
- c) MKCL shall arrange to deliver the marks data to YCMOU through the

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3.6 Feedback

- a) MKCL shall collect the feedback from the learners for improvement of the quality of the Certificate Courses, analyze the data and make appropriate improvements accordingly.

4. FINANCIAL TERMS

- a) MKCL shall accordingly pay to YCMOU, towards the discharge of its responsibilities under this agreement, the Per Learner Fee of Rs.100/- (Rupees One hundred only) inclusive of all taxes before the 10th day of the next calendar month against all learners for whom mark sheets have been issued in the previous month. The covering letter duly signed by the Project Leader of YCMOU and issued by him along with the monthly dispatch of the mark sheets and duly acknowledged by the Project Leader of MKCL shall form the basis of monthly payment.
- b) Applicable taxes will be deducted from the payments made by MKCL to the YCMOU and the same shall be duly intimated to it in writing along with every payment made.
- c) All necessary expenses for the performance of individual responsibilities of parties hereto shall be incurred by them on their own, unless specifically being understood to be otherwise.

5. INTELLECTUAL PROPERTY RIGHTS

- a) Intellectual Property in the context of this agreement shall refer to all such patents, trademarks, copyrights in respect of any hardware, software, product documentation, design document, or any other document, whether in printed or in electronic, digital or any other format which is an integral part of the hardware/software or is supplied along with such products which forms the subject matter of this agreement.
- b) Intellectual Property also includes study material, course material, educational and promotional content whether in printed or in electronic, digital or any other format and all business data generated during the period of validity of this Agreement.
- c) The software frameworks for the delivery of KLiC Certificate Course are developed by Maharashtra Knowledge Corporation Ltd. As such, the software code, whether compiled or un-compiled, in printed or electronic format, with software design logic, graphical user interfaces (GUI) and their design, look and feel, are explicit Intellectual Property of Maharashtra Knowledge Corporation Ltd. only. Any third-party components licensed by it, if any, shall remain the property of those respective third-parties.
- d) All the intellectual property rights, to and in the course name, content, methodology, assignments, question banks, etc. are the exclusive intellectual property of Maharashtra Knowledge Corporation Ltd. and any third-party components licensed by it shall remain the property of that third-party.
- e) Each party hereby undertakes to inform the other party of any violation of Intellectual Property Rights or its unlawful use, under prevalent laws of the land. Further, each of the party herein, agrees to co-operate with the other to the extent possible in the process of investigating such cases of any violation of Intellectual Property Rights or its unlawful use and taking legal action against the said infringement.

6. NON-DISCLOSURE

- a) Both the parties undertake to each other to keep confidential all information (written or oral) concerning the business and affairs of the other, which has been obtained or received during the course of performance hereunder, save that which is :
- (a) Inconsequential or obvious;
 - (b) Already in its possession other than as a result of a breach of this clause; or
 - (c) In the hands of the public other than as a result of a breach of this clause.
- b) In the event of any of the parties becoming legally compelled to disclose any confidential information, such party shall give sufficient notice to the other party so as to enable the other party to seek a timely protective order or any other appropriate relief. If such an order or other relief cannot be obtained, the party being required to make such a disclosure shall make the disclosure of the Confidential Information only to the extent that is legally required of it and no further.

7. INDEMNITY

- a) Each party hereby indemnifies and agrees to keep indemnified the other, from and against all direct claims, losses, liabilities, obligations, damages, expenses and costs brought against or suffered by the other or any of its respective officers, directors, employees or agents, resulting from, arising out of or relating to: -
- (a) a breach or non-performance of any of the representations, warranties, covenants and/or assurances contained herein;
 - (b) failure to perform any obligations contained herein;
 - (c) a breach of any law, rule, regulation, notification or other statutory or legal provisions or requirements;
 - (d) any willful misconduct or negligent acts by it or any of its officers, directors, employees or agents.

8. CONTRACT INTERPRETATIONS

- a) In this agreement unless otherwise specified:
- All words/terms denoting the singular shall include the plural and vice-versa;
 - All words/terms denoting any gender shall include all genders.

9. HEADINGS

- a) The Headings used under this agreement for a group of terms and conditions are meant to serve only as a convenience. The Headings are not to be considered for the interpretation of terms or conditions in the Agreement.

10. WAIVER

- a) The party that is entitled to the benefit hereof may waive any term or condition of this Agreement at any time. Such waiver must be in writing and must be executed by an authorized officer of such party. A waiver on one occasion will not be deemed to be a waiver of the same or any other breach or non-fulfillment on a future occasion.

11. VALIDITY

- a) This Agreement shall replace the Agreement dated June 07, 2011 w.e.f. **March 01, 2015**.
- b) This Agreement embodies the entire, sole and exclusive Agreement and understanding between the parties hereto with respect to the subject matter hereof.
- c) Any amendment or modification or waiver in connection with this Agreement will not be effective unless made in writing and signed by both the parties.
- d) If any provision of this Agreement is held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions hereof shall not in any way be affected or impaired thereby.
- e) This Agreement shall be effective from **March 01, 2015** and shall be valid unless terminated by both parties in writing or replaced by a revised Agreement, whichever is earlier.

12. TERMINATION

- a) This Agreement may be terminated by either party by giving the other party a notice in writing of three months of its intention to do so, but without dishonoring any commitment entered into prior to the date of termination notice and no party shall leave its commitment unfinished which may result in tangible losses to the Learners and/or the other party.
- b) The Agreement shall also stand terminated for any reasons such as legal processes, acts of the Government or similar such exigencies beyond the normal control of the party concerned and which disable any of the parties hereto from functioning further.
- c) The Agreement may be terminated by both parties by mutual consent.
- d) Both the parties shall honour commitments made prior to the date of notice, complete the ongoing commitments to avoid major inconveniences.
- e) Despite termination, the parties shall abide by the usual professional ethics and normal code of conduct to maintain the confidentiality of the information and intellectual property rights.
- f) The clauses of this Agreement, which by nature are intended to survive termination of this Agreement shall remain in effect after such termination.

13. FORCE MAJEURE

- a) Neither party to this Agreement shall be liable for any failure or delay on its part in performing any of its obligations under this Agreement if such failure or delay shall be result of or arising out of Force Majeure conditions and, provided that the party claiming Force Majeure shall use its best efforts to avoid or remove such cause of non-performance and shall fulfill and continue performance hereunder with the utmost dispatch whenever and to the extent such cause or causes are removed.
- b) Any extraordinary event, which cannot be controlled by the parties, shall for the purpose of this MoU, be considered as a Force Majeure event. Such events include natural calamities or omissions of any Government or agency thereof, compliance with rules, regulations or order of any Government Authority, strike, lockout, unlawful acts, willful tampering of data on the portal and hardware and power failure, downtime of ISP services, virus/worms/spyware/denial of service attacks, spamming and hacking attacks. PROVIDED

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however, if either party claims that existence of any of the aforesaid conditions is delaying or disabling the performance by said party of its obligations under this MoU then such party shall give immediate notice by registered mail or courier to the other party of the existence of such conditions whose existence are claimed to delay or disable the performance of obligations as aforesaid.

14. JURISDICTION

a) All disputes and differences, whatsoever arising out of these presents or any part thereof and whether as to the construction thereof or otherwise shall be referred to the courts at Nashik which shall be the courts having jurisdiction to entertain and try the same.

15. NOTICES

a) Any notices, requests and other communications required or permitted hereunder shall be in writing and shall be given by courier/registered mail or by facsimile/e-mail followed by a confirmation letter by courier, registered mail, at or to each of the parties at the addresses set forth below in this Agreement or to address as intimated from time to time:

| First Party : | Second Party : |
|--|---|
| Name : The Registrar | Name: Mr. Vivek Sawant |
| Address : Yashwantrao Chavan Maharashtra Open University, Dnyangangotri, Near Gangapur Dam, Nashik 422 222 | (Managing Director & CEO) Address : Maharashtra Knowledge Corporation Ltd. (MKCL) |
| Tel: 0253-2230470 | ICC Trade Tower, A Wing, 5 th Floor, SenapatiBapat Road, Pune 411 016. INDIA. |
| Fax: 0253-2230470 | Tel: 020 40114500/01 |
| Email : registrar@ycmou.digitaluniversity.ac | Fax: 020 25630302 |
| | Email : md@mkcl.org; komalc@mkcl.org |

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IN WITNESS WHEREOF the parties hereto have set their respective hands to these presents and a duplicate hereof the day and year herein above written.

Party of the First Part : for Yashwantrao Chavan Maharashtra Open University
Stamp of the Party :

Signature of Authorized Signatory : _____
Name of Authorized Signatory : _____
Designation : **Registrar**

Witness

Signature of Witness : _____
Name of Witness : _____

Party of the Second Part : for Maharashtra Knowledge Corporation Ltd.
Stamp of the Party :

Signature of Authorized Signatory : _____
Name of Authorized Signatory : **Vivek Sawant**
Designation : **Managing Director & CEO**

Witness

Signature of Witness : _____
Name of Witness : **Amit Ranade**
Designation : **Program Manager**
Educational Products Development Program (EP-DP)

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Annexure 1

Names of the Knowledge Lit Career Certificate Courses (KLIC Certificate Courses) as on March 2015

| S.No | Names of the KLIC Certificate Courses |
|---|--|
| Creative Digital Arts Track | |
| 1. | Certificate in Content Illustration |
| 2. | Certificate in Desktop Publishing |
| 3. | Certificate in Web Designing |
| 4. | Certificate in 2D Animation |
| 5. | Certificate in Video Editing |
| 6. | Certificate in Graphic Designing |
| 7. | Certificate in Photo Editing |
| 8. | Certificate in Stationery Designing |
| 9. | Certificate in 3D Modeling |
| 10. | Certificate in 3D Texturing |
| 11. | Certificate in 3D Lighting |
| 12. | Certificate in 3D Rigging |
| 13. | Certificate in 3D Animation |
| 14. | Certificate in Compositing and Visual Effects |
| Computer Aided Design Track | |
| 15. | Certificate in AutoCAD |
| Programming Track | |
| 16. | Certificate in C Programming |
| 17. | Certificate in C++ programming |
| 18. | Certificate in Java Programming |
| 19. | Certificate in SCRATCH Programming |
| Finance and Accounts Track | |
| 20. | Certificate in Financial Accounting with Tally ERP |
| Small Business Management Track | |
| 21. | Certificate in Office Assistance |
| 22. | Certificate in Marketing Services |
| 23. | Certificate in Tour Planning |
| 24. | Certificate in Advanced Excel |
| 25. | Certificate in Presentation Designing |
| IT Hardware and Networking Track | |
| 26. | Certificate in IT Hardware Support |
| 27. | Certificate in IT Network Support |
| 28. | Certificate in IT Security Support |
| 29. | Certificate in Desktop Support |

*This Annexure may be amended from time to time for addition of new Certificate Courses and/or discontinuation of existing ones.

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Annexure 2
Specification of each KLiC Certificate Course

1. Duration: 120 Hours
2. Medium of learning is normally English (Some courses may be offered in Marathi and other regional languages)
3. Mode of learning: eLearning
4. Eligibility : To be specified for each course separately.
5. Certifying Body: Yashwantrao Chavan Maharashtra Open University (YCMOU), Nashik
6. Study Center: MKCL-WAVE SC
7. Course Commencement : One batch in each calendar month (January to December)
8. Course Start Date: 16th day of each calendar month
9. Evaluation Pattern (**Total 100 Marks**)
 - A. Section 1 (auto-marking): **25 marks** - Learning Progression
 - B. Section 2 (auto-marking): **25 marks** - Internal Assessment
 - C. Section 3 (auto-marking): **50 marks** - Final Online Examination

Passing Criterion: Separate passing in Section 1, 2 and 3 by scoring at least 40% marks in each section.

10. Printed Mark Sheet will be issued by YCMOU and will be delivered to Learner by MKCL

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ज्ञानगंगा घरोघरी

Recipient of International Award of Institutional Excellence from
Commonwealth Of Learning, Canada

Yashwantrao Chavan Maharashtra Open University, Nashik

(Established by Government of Maharashtra)

Photo

Mark Sheet for Certificate in _____
Month and Year of Commencement of the Certificate Course:

Name:

PRN:

Study Center: Maharashtra Knowledge Corporation Limited- World-Class Academy for Vocational Excellence
(MKCL-WAVE) for Knowledge Lit Career Certificate Courses (KLIC Certificate Courses)

| Course Code | Course Name | Section-1 (Out of 25) | Section-2 (Out of 25) | Section-3 (Out of 50) | Total (Out of 100) |
|-------------|-------------|-----------------------|-----------------------|-----------------------|--------------------|
| | | | | | |

Grand Total:

Result :

Ordinance: NA

Class*:

Percentage:

Date:

Statement No:

Controller of Examination

* First Class:

| Second Class:

| Pass Class:

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1. Study Centre@Workplace

Study Center @Workplace (SC@WP) is the industry Work Lab provided by industry partners of MKCL and authorized by YCMOU as SC@WP. Students are expected to perform Practicals at the Work Lab by getting involved in real-life work that will be allocated to them as a part of three years degree program by respective Industry Partner.

- Students based on his/her performance in the Practicals at the Work Lab (at SC@WP) and eLearning assignments at SC@WP shall earn Work and Knowledge Credits respectively.
- Student shall get the following at SC@WP:
 - Work Lab in form of Real-life work environment (every day, normally for 8 hours)
 - eLearning environment (every day)
 - Mentoring (interactions with mentor)
- The list of SC@WP as Industry Partners can be viewed on following websites:
www.mkcl.org/mfs

2. Duration

B.A in Services Administration programme is of 3 years duration. The student should complete it within a maximum period of 5 years. A student who fails to complete it within 5 years will be required to re-register for the programme.

3. Eligibility

At present there is no provision in the University to admit international students.

I. Eligibility for Diploma in BPM

- 12th passed and
- Association with Work Lab, i.e. Study Center @ Workplace affiliated with MKCL and YCMOU for conducting B.A. in Services Administration

II. Eligibility for Advanced Diploma in BPM

- Diploma in BPM passed and
- Continued association with the same Work Lab i.e. Study Center @ Workplace affiliated with MKCL and YCMOU for conducting B.A. in Services Administration, where Diploma in BPM has been completed.

III. Eligibility for B.A. in Services Administration

On successful completion of Advanced Diploma, student may take admission to T.Y of

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B.A. in Services Admission degree program subject to his /her continued association with Work Lab i.e. Study Center @ Workplace affiliated with MKCL and YCMOU for conducting B.A. in Services Administration, where s/he has successfully completed Diploma in BPM and Advanced Diploma in BPM as FY and SY respectively.

OR

The student should have passed

- 12th standard of HSC Board of Maharashtra or Equivalent

OR

- 3-year Diploma of Board of Technical Examination or equivalent (other than computer and Information technology)
- IT literacy skills / MS-CIT preferable
- Selection Criteria by Industry Partner:

Since students will perform Practical in the Work Lab of industry partner, please note the following:

- Students will be offered a Work Lab in form of a real life workplace by the industry partner companies for three years during the programme. In addition to above mentioned eligibility conditions; respective industry partner may enforce some selection criteria (additional qualifications) to select the students in their industry and it will be mandatory for the student to abide them. Selection process shall be made available on the website: www.mkcl.org/mfs
- 3 year diploma holders are not eligible to get Direct Admission to Second Year of this degree program as the student has to work for full 3 years.

4. Teaching Learning Methodology

4.1. Academic model and Learning environment

Academic model for B.A. in Services Administration offers a unique learning environment to the students, that comprises of

- A Work Lab for Practicals
- An eLearning framework for Theory and
- Counseling sessions with experts/mentors

4.2. Academic Process

- Learners are enrolled for the three year degree programme through selection process and are allotted a Work Lab made available by the industry partner for three years. Work Lab is allotted as per the selection criteria set by the industry at the time of admission.
- Learners work at the Work Lab i.e. Perform practicals by completing the allotted tasks, and interact with teammates, seniors and get involved in their work.

- Before and after the Work Lab hours, Learners access MKCL's eLearning framework for Theory component of the degree program. i.e. to
 - Learn by exploring global and best practices followed for specific profession and respective role
 - Appreciate, analyze, synthesize, and evaluate real-life case studies developed by experts
 - Derive theory out of skills practiced at the workplace
 - Actively participate by posting and answering questions on eWorkForum – platform for sharing work situations and challenges
- Learners interact with mentors through online platform every day and meet him/her in a week-end session for
 - reflections on deriving meaning and value out of daily actions at workplace
 - discussions around actions and reflections, group activities and assessments

4.3. Life of a Student

Learners enrolled for this Degree Program experience a life *full of challenges*. These challenges are in form of

- Everyday tasks allotted at the Work Lab as well as
- Scenario based challenges through eLearning

A typical day in the life of a Learner shall involve combination of following activities in general:

1. Logon to ERA
 - a. Take challenges and attempt to solve
 - b. Participate and contribute to Work Forum
 - c. Interact with peers and mentors
2. Complete routine / allotted tasks at the Work Lab
 - a. Complete allotted tasks
 - b. Interact with teammates
 - c. Interact with seniors
 - d. Interact with mentors
3. Logon to ERA
 - a. Post questions on Work Forum and attempt to answer the questions / challenges posted by peers based on real-life work experience
 - b. Update e-Portfolio based on the real-life work at the workplace

4.4. Study Material

Student will get access to eLearning platform MKCL's ERA (eLearning Revolution for All). Study Material available through MKCL's ERA includes situation based content for learning theoretical concepts, detailed elaboration, examples, real-life case studies and exercises. Specially designed scenarios and situation based eLearning content makes students journey of learning joyful. The system enforce student to go through all the modules step by step.

• Providing Work Lab

- Learners are expected to complete Practicals in the Work Lab provided by the industry.

- While the Learners are enrolled for the Degree program, she/he will also be allotted a Work Lab, being provided by Industry Partners associated with MKCL.
- Learners will get accommodated in routine work environment of the Industry and are expected to work as per the norms of respective Industry Partner.
- Thus, the Industry will provide real workplace as a Work Lab for the Learners to complete the Practical's of the degree program.

● **Award of Work Credits**

- Industry also contributes to the Degree by awarding Work credits to the Learners.
- Work Credits are based on performance of Learners at the Work Lab. Monthly performance ratings given by the appraisers at the workplace shall get consolidated monthly for the award of Work Credits.

● **Mentoring by Industry Professionals**

- In addition to providing Work Lab and award of Work Credits, Industry also contributes to the programme by mentoring the Learners.
- Industry Professionals will be appointed as Mentors so as to guide Learners to derive theory out of practice at the Work Lab. Mentors offer a 'human touch' in the overall learning process of the Learners.

5. Programme Structure for B.A in Services Administration: G30

The 3-year B.A in Services Administration programme has 6 semesters. Each Semester has 5 subjects. The detailed programme structure of 3 years is given on next page.

Table 14: First Year/ Diploma in Business Process Management

| Semester I | | | Semester II | | |
|------------|-------------|---|-------------|-------------|--|
| Sr. No. | Course Code | Course | Sr. No. | Course Code | Course |
| 1 | - | Introduction to Service Sectors (Part 1) | 1 | - | Sector study: Front Office Management, Education |
| 2 | - | Introduction to Service Sectors (Part 2) | 2 | - | Sector study: Travel, Tourism and Hospitality |
| 3 | - | Marketing and Selling | 3 | - | Collaboration, Business Processes and Workflows |
| 4 | - | IT Skills - Basics | 4 | - | IT Skills - Advanced |
| 5 | - | Business Communication: Marketing and Promotion | 5 | - | Business Communication: Operations and Reporting |

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6.

Fees

The total Programme Fee consists of 2 independent parts:

- University Programme Fees (UPF)
- Study Centre Fees (SCF)

| Sr. No. | Prog Code | Programme | Fees (Rs.) | | |
|---------|-----------|--|------------|---------|---------|
| | | | UPF | SCF | Total |
| 1 | G30 | B.A in Services Administration - First Year | 4500/- | 10500/- | 15000/- |
| 2 | G30 | B.A in Services Administration - Second Year | 4500/- | 10500/- | 15000/- |
| 3 | G30 | B.A in Services Administration - Third Year | 4800/- | 10500/- | 15300/- |

6. Evaluation: Credits and Grades

16.1 Evaluation pattern

A continuous comprehensive evaluation methodology is followed for B.A. in Services Administration degree program in order to avoid severe asymmetry between short duration examinations and long learning period.

Combination of the following components is used for evaluation:

- **Continuous Comprehensive Assessment** :Continuous Comprehensive assessment will be of two types:
Practical: Work Based Assessment which will carry 10 marks
Theory: Knowledge Based Assessment which will also carry 10 marks
(Student has to get minimum 8 marks out of 20 marks for passing)
- **Term End Examination:** Term End Examination will be of Theory: Knowledge Based Assessment which will carry 80 marks
(Student has to get minimum 32 marks out of 80 marks for passing this component).
- **Passing in a Course:** Passing criteria for each assessment type for each assessment method and for each course shall be minimum 40% marks. i.e. It is required to score minimum 40% marks for passing in work based assessment at the Work Lab and knowledge based eAssessments through eLearning. The evaluation of a course shall be done according to the performance of students in the respective components.

16.2 Assessment Methodology

A continuous comprehensive evaluation methodology is followed for MFS courses in order to avoid severe asymmetry between short duration examinations and long learning period.

- Learners will earn 'work credits' by completing Practicals at the Work Lab in the industry, which are based on the norms stipulated by industry.
- Learners will earn 'knowledge credits' by studying theory by accessing eLearning resources and solving eAssessments
- Attitude development, ethical values and cultural dimensions, wholesome personality development are considered for the award of 'culture credits'
- Work credits + Knowledge credits + Culture credits, shall lead to award of degree by university.
- While the registration to the program is valid for 5 years, the duration of the Work Lab at the StudyCenter@Workplace shall be 3 years only. This means that the student registered for this degree program will have to earn work credits necessary for the degree by performing practicals at the StudyCenter@Workplace.
- In case student fails to earn knowledge credits within a span of 3 years she/he can appear for knowledge based assessments after 3 years but before expiry of her/his registration period i.e. 5 years. In such case she /he will not be able to perform Practical's at the Study Center@ Workplace i.e. Work Lab and also shall not be entitled to get any kind of Scholarship during that period.
- Assessment in the last month of a particular semester shall be equivalent to 'term end' examination and shall be termed as University Assessment. Questions based on the practical's done and knowledge gained by a student during the first 5 months of the semester shall be included in the assessment of 6th month, i.e. last month of the semester.

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संलग्नक शास्त्र विद्याशाखा
य. च. म. मुक्त विद्यापीठ, नाशिक

संलग्नक
संलग्नक शास्त्र विद्याशाखा
य. च. म. मुक्त विद्यापीठ, नाशिक

परिशिष्ट-इ (विषय क्रमांक B-1/F-178/2015/06)

Program name: B.Sc. in Computer System Administration

| | | |
|----------|---|---------|
| Duration | Eligibility | Medium |
| 3 years | <ul style="list-style-type: none"> 12th passed or 3 years diploma passed IT literacy skills / MS-CIT preferable | English |

1. Curriculum

| Y1 | Sem 1 | Course names |
|-----------|---|--|
| | Role | |
| | <i>IT Hardware Support Technician</i> | Introduction to IT Hardware Troubleshooting IT Hardware |
| | <i>IT Network Support Technician</i> | Building and Maintaining a Small Office Network Troubleshooting IT Network IT Skills - Basics |
| | Sem 2 | |
| | <i>IT Security Support Technician</i> | Computer Security basics Securing workstations and Basic Security Practices |
| | <i>IT Desktop Support Technician</i> | Desktop Operating systems Managing and maintaining Desktop OS |
| | <i>Mini Project</i> | Maintaining Secure Desktop Environment with managing Hardware and Network Infrastructure |
| Y2 | Sem 3 | |
| | <i>Windows 7 Desktop Administrator</i> | Configuring Windows 7 Configuring and maintaining Windows 7 |
| | <i>Windows Server 2008 Administrator</i> | Configuring Windows Server 2008 Configuring and maintaining Windows server 2008 Business Communication |
| | Sem 4 | |
| | <i>Windows Server 2008 Domain Administrator</i> | Windows Server 2008 Active Directory, Configuring Configuring and Maintaining Windows Server 2008 AD |
| | <i>Windows Server 2008 Network Infrastructure Administrator</i> | Windows Server 2008 Network Infrastructure, Configuring Configuring and Maintaining Windows Server |

| | |
|---|--|
| | 2008 ,NIS |
| Mini Project | Installing and maintaining Windows 7 and Windows Server 2008 systems in a Client -Server Environment |
| Y3 Sem 5 | |
| Red Hat Linux System Support Technician | Red Hat Linux Basic Administration Configuring and maintaining Red Hat Linux Systems |
| Red Hat Linux System Administrator | Red Hat Linux Advanced Administration Administering Red Hat Linux Systems Business Communication |
| Sem 6 | |
| IT Information Security Technician | Introduction to Ethical Hacking and Advanced Security Practices IT information Security Administration skills |
| Project | Configuring Windows server 2008 Domain controller , Active directory , Creating Users and groups , Applying Group policy settings , Securing IT infrastructure |

2. Credit Pattern

CP: Credit points ;1 credit point = 30 hours of learning;1 course= 4 credit points

3. Study Material

- eLearning content
- Content is ready for Sem 1, Sem 2 and Sem 3: All courses. Content development for Sem 4 is 50% complete.

4. **Assessment Methodology;** As per YCMOU norms

5. **Marking Scheme;** As per YCMOU norms

6. **Passing criteria;** As per YCMOU norms

7. **Program Fees;** Rs. 15,000/- per year

8. **Industry Partner Companies;** Companies involved in hardware and network maintenance support and other IT Infra services shall be the industry partners for running this program.

9. Admissions;

- Admission process as per YCMOU norms
- Expected count for year 1: Pilot batch of 40 students

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 य. घ. म. मुक्त विद्यापीठ, नाशिक

B.Sc. in IT Application Development

| | | |
|----------|---|---------|
| Duration | Eligibility | Medium |
| 3 years | <ul style="list-style-type: none"> 12th passed or 3 years diploma passed IT literacy skills / MS-CIT preferable | English |

1. Curriculum

| Year | Semester | Courses | Tools |
|------|----------|---|---------------------------|
| 1 | I | Information Technology Skills (Basic) | Office automation tools |
| | | Information Technology Skills (Advanced) | |
| | | Programming Principles and Algorithms | |
| | | Basic Programming | |
| | | Workplace Skills: Business Communication | |
| | II | Basics of Operating System | Windows, Linux |
| | | IT application Monitoring | |
| | | Networking Concepts | |
| | | Current tools, platforms and technologies | |
| | | Project | |
| 2 | I | Web Development (Part 1) | HTML |
| | | Web Development (Part 2) | |
| | | Web Client Side Scripting | |
| | | Dynamic Application Development | |
| | | Workplace Skills: Effective Collaboration and Listening | |
| | II | Basics of Relational Database Management System (RDMS) (Part 1) | SQL Server, MySQL, Oracle |
| | | Data Definition Language and Data Manipulation Language | |
| | | Relational Database Management Systems (RDMS) (Part 2) | |
| | | Database Application Designs | |
| | | Project | |
| 3 | I | Software Testing concepts | JUnit |
| | | Software Testing Management | |
| | | Automated Testing | |
| | | | |

| | | |
|---------|--|----------------------------|
| | Integration Testing | |
| | | |
| II | Object Oriented Programming (OOP) System Development (C++) | |
| | Elective 1: Web Development using C# + Asp.net Elective 2: Web Development using Java + JSP | C# + Asp.net Java + JSP |
| Project | Elective 1: Desktop Application Development using C# Elective 2: Desktop Application Development using Java | C# Java |
| | Elective 1: Advanced programming with frameworks - .Net Elective 2: Advanced programming with frameworks - Java | .Net Java |
| | Software Integration | SOA |

2. Study material

- eLearning content
- Content development has been initiated and eLearning content for Semester 1 is ready.

3. Assessment Methodology; As per YCMOU norms

4. Marking Scheme; As per YCMOU norms

5. Passing criteria; As per YCMOU norms

6. Program Fees; Rs. 15,000/- per year

7. Industry Partner Companies

- IT companies involved software development can be the industry partners for running this program.

8. Admissions

- Admission process as per YCMOU norms
- Expected count for year 1: Pilot batch of 20 students

संगणक शास्त्र विद्याशाखा
 द. घ. म. मुक्त विद्यापीठ, नाशिक

Program name: BA in Creative Digital Arts and New Media

| | | |
|----------|---|---------|
| Duration | Eligibility | Medium |
| 3 years | <ul style="list-style-type: none"> 12th passed or 3 years diploma passed IT literacy skills / MS-CIT preferable | English |

1. Curriculum

| Semester | Courses | Roles |
|----------|---|-----------------------------|
| 1 | Creative art forms: Conventional and Digital | Desktop Publisher |
| | Image creation and editing | |
| | Color composition and layout | |
| | Designing for Branding and advertisement IT skills | |
| 2 | Desktop Publishing - Basic | Graphic Designer |
| | Desktop Publishing - Advanced | |
| | Web designing-Basic | |
| | Graphical User interface designing | |
| | Business communication | |
| 3 | Object Illustration: Structure and style | Illustrator and 2D animator |
| | Character designing and visual storyboarding | |
| | 2 D Animation - Basic | |
| | 2 D Animation - Advanced Mini Project | |
| 4 | Requirement analysis, ideation and presentment | User Interface designer |
| | Web designing - Advanced | |
| | Interactive content Development | |
| | Multi platform content Development Mini Project | |
| 5 | Sound composition and editing | Video editor |
| | Video editing and after effects | |
| | Product design and packaging | |

| | |
|---|--|
| | Content authoring and integration |
| | Workplace collaboration skills |
| | |
| 6 | Product lifecycle management and quality assurance |
| | eLearning Content Development |
| | Final Project |

2. Credit Pattern

CP: Credit Point

1 credit point = 30 hours of learning

1 paper = 4 credit points

3. Study Material

- eLearning content
- Content development has been initiated and eLearning content for Semester 1 is ready.

4. **Assessment Methodology;** As per YCMOU norms

5. **Marking Scheme;** As per YCMOU norms

6. **Passing criteria;** As per YCMOU norms

7. **Program Fees;** Rs. 15,000/- per year

8. **Assessment Methodology;** As per YCMOU norms

9. **Marking Scheme;** As per YCMOU norms

10. **Passing criteria;** As per YCMOU norms

11. **Program Fees;** Rs. 15,000/- per year

12. Industry Partner Companies

- Companies involved in graphics designing and 2 D animation shall be the industry partners for running this program.

13. Admissions

- Admission process as per YCMOU norms
- Expected count for year 1: Pilot batch of 20 students

B.A. in Creative Digital Arts and New Media

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| 1.7. Assessment Methodology | 3 |
| 1.8. Marking Scheme | 3 |
| 1.9. Passing criteria | 3 |
| 1.10. Program Fees | 3 |
| 1.11. Industry Partner Companies | 3 |
| 1.12. Admissions | 3 |

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Program name: BA in Creative Digital Arts and New Media

1.1. Duration

3 years

1.2. Eligibility

- 12th passed or 3 years diploma passed
- IT literacy skills / MS-CIT preferable

1.3. Medium

English

1.4. Curriculum

| Semester | Courses | Roles |
|----------|--|-----------------------------|
| 1 | Creative art forms: Conventional and Digital | Desktop Publisher |
| | Image creation and editing | |
| | Color composition and layout | |
| | Designing for Branding and advertisement | |
| | IT skills | |
| 2 | Desktop Publishing - Basic | Graphic Designer |
| | Desktop Publishing - Advanced | |
| | Web designing-Basic | |
| | Graphical User interface designing | |
| | Business communication | |
| 3 | Object Illustration: Structure and style | Illustrator and 2D animator |
| | Character designing and visual storyboarding | |
| | 2 D Animation - Basic | |
| | 2 D Animation - Advanced | |
| | Mini Project | |
| 4 | Requirement analysis, ideation and presentment | User Interface designer |
| | Web designing - Advanced | |
| | Interactive content Development | |
| | Multi platform content Development | |
| | Mini Project | |
| 5 | Sound composition and editing | Video editor |

| | |
|---|--|
| | Video editing and after effects |
| | Product design and packaging |
| | Content authoring and integration |
| | Workplace collaboration skills |
| | |
| 6 | Product lifecycle management and quality assurance |
| | eLearning Content Development |
| | Final Project |

1.5. Credit Pattern

CP: Credit Point

1 credit point = 30 hours of learning

1 paper = 4 credit points

1.6. Study Material

- eLearning content
- Content is ready for Sem 1, Sem 2 and Sem 3.

1.7. Assessment Methodology

As per YCMOU norms

1.8. Marking Scheme

As per YCMOU norms

1.9. Passing criteria

As per YCMOU norms

1.10. Program Fees

Rs. 15,000/- per year

1.11. Industry Partner Companies

- Companies involved in graphics designing and 2 D animation shall be the industry partners for running this program.

1.12. Admissions

- Admission process as per YCMOU norms
- Expected count for year 1: Pilot batch of 20 students

संगणक शास्त्र विद्याशाखा
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B.Sc. in IT Application Development

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| | |
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| 1.3. Medium | 2 |
| 1.4. Curriculum | 2 |
| 1.5. Credit Pattern | 3 |
| 1.6. Study material | 4 |
| 1.7. Assessment Methodology | 4 |
| 1.8. Marking Scheme | 4 |
| 1.9. Passing criteria | 4 |
| 1.10. Program Fees | 4 |
| 1.11. Industry Partner Companies | 4 |
| 1.12. Admissions | 4 |

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य. च. म. मुक्त विद्यापीठ, नाशिक

| Project | | | |
|---------|--|--|--------------|
| 3 | I | Software Testing concepts | |
| | | Software Testing Management | |
| | | Automated Testing | JUnit |
| | | Integration Testing | |
| | | | |
| Project | II | Object Oriented Programming (OOP) System Development (C++) | |
| | | Elective 1: Web Development using C# + Asp.net | C# + Asp.net |
| | Elective 2: Web Development using Java + JSP | Java + JSP | |
| | Project | Elective 1: Desktop Application Development using C# | C# |
| | | Elective 2: Desktop Application Development using Java | Java |
| | Project | Elective 1: Advanced programming with frameworks - .Net | .Net |
| | | Elective 2: Advanced programming with frameworks - Java | Java |
| | Project | Software Integration | SOA |

1.5. Credit Pattern

CP: Credit points

1 credit point = 30 hours of learning

1 course= 4 credit points

Total credits = 120

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य. घ. म. मुक्त विद्यापीठ, नाशिक

1.6. Study material

- eLearning content
- Content development has been initiated and eLearning content for Semester 1 is ready.

1.7. Assessment Methodology

As per YCMOU norms

परिशिष्ट ई (विषय क्रमांक B-1/F-178/2015/07)



Yashwantrao Chavan Maharashtra Open University

Dnyangangotri, Govardhan, Near Gangapur Dam, NASHIK – 422 222

☎ (0253) 2231714, 2231715 Extn. 3709

Direct: School (0253) 2230717

Web Site: <http://ycmou.digitaluniversity.ac>

Email: scs.ymou@gmail.com, scmcs@ycmou.digitaluniversity.ac

| No. | Activity | Last Date | Submissions of YCMOU Authorities |
|-----|---|----------------------------|---|
| 1) | Plan to collect the latest model past and the final approved letter for Computer Study Centre by the Provisional Examiners | 30 May-2015 | Ms. Vandana Galla A.S.O. School of Computer Science |
| 2) | Centre list along with Study Centre code and email id will be published on the website | 30 May-2015 | Ms. Vandana Galla |
| 3) | On or before 5 May-2015 | On or before 5 May-2015 | scs@ycmou.digitaluniversity.ac Ms. Vandana Galla |

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य. च. म. मुक्त विद्यापीठ, नाशिक

Guidelines for the institutions who have applied and have sent the hard copy in the form of file i.e. New Study Centre Application Proposals to the respective Regional Centres for the New Study Centre for the various programmes offered by the School of Computer Science:

- 1) The institutions having affiliation with UGC recognized Traditional regular Universities having degree/pg degree programmes of Computer Science/ IT/ Computer Engineering/ Computer Science and Applications **only** can apply for B Category: Online Certificate, Diploma and Degree (BCA and BSc (BIS)) Programmes Study Centre.
- 2) The institutions not having affiliation with UGC recognized Traditional Universities can apply for C Category: Online Certificate and Diploma Programmes Study Centre. First preference will be given to those institutions which are registered under Public Trust Act and second preference will be given to those institutions which come under Shop Act License. Those institutions having Ownership will be preferred.
- 3) The institutions having turnover 20 lakhs can apply for such (Category B or C)? programmes.
- 4) The institutions should submit the Financial Audited Report. The institution should mention about the Employee Contribution to Government.
- 5) The institutions who have paid the processing fees of Rs. 5000/- for these programmes and due to the above decisions, those institutions who will have to withdraw from the process will be returned the processing fees without deductions.
- 6) If minimum 150 fresh intake admissions in total will not be there on the institutions after granting the approval, the procedure for closure of such institutions will be initiated by the University.
- 7) Approval Period of new Study Centres: From _____ To _____.
- 8) Maximum Intake capacity for Diploma Programmes namely Diploma in Computing and Advanced Diploma in Computing will be 60. The intake increase applications for these new Study Centres will be considered after 3 years only.

9) Tentative Schedule

| No. | Activity | Last Date | Submissions at YCMOU Authorities |
|-----|--|-------------------------|--|
| 1) | Date to collect the deposit receipt paid and the Final Approval Letter of Computer Study Centre by the Provisionally Approved institutions | 20-May-2015 | Ms. Vandana Ballal, A.S.O., School of Computer Science |
| 2) | Final Approval Computer Study Centre List along with Study Centre code and email id will be published on the website | 20-May-2015 | http://ycmou.digitaluniversity.ac/ → Yashwantrao Chavan Maharashtra Open University Portal: Click Here → Home Page → University → Schools & Divisions → School of Computer Science → For additional details click here. |
| 3) | Last date to send the scanned copy of the | On or before 8-May-2015 | scmcs@ycmou.digitaluniversity.ac Ms. Vandana Ballal, |

| | | | |
|----|--|---------------------------|--|
| | DD of deposit amount by the Provisionally Approved institutions | | A.S.O., School of Computer Science |
| 4) | Provisional Approval/Rejected List along with Deposit details will be published on the website | 17-April-2015 | http://ycmou.digitaluniversity.ac/ → Yashwantrao Chavan Maharashtra Open University Portal: Click Here → Home Page → University → Schools & Divisions → School of Computer Science → For additional details click here. |
| 5) | Approval of Hon. VC | 15-April-2015 | Hon. VC |
| 6) | Proposal processing Meeting at HQ | On / before 31-March-2015 | Committee at HQ |
| 7) | Last date of receiving Offline Proposals at RC to HQ along with DVD | 6-March-2015 | Ms. Vandana Ballal, A.S.O., School of Computer Science |
| 8) | Last date of receiving Offline Proposals at RC along with DVD | 28-February-2015 | Regional Director / Assistant Registrar, YCMOU Regional Centre (at your Regional Centre) |

- 10) Those institutions who will not follow the schedule will not be communicated separately and should proactively visit the website for further details and start with the necessary procedures as and when published on the website. Those institutions who will not follow the schedule their applications will not be considered need to apply as fresh application for New Study Centre whenever the procedure for granting the new Study Centre starts in the future. Similarly the applicant institutions who do not fulfill the requirements will be rejected and need to apply as fresh application for New Study Centre whenever the procedure for granting the new Study Centre starts in the future.
- 11) The new approval process has been initiated by the University from this year. From this year, there will be no physical Inspection of the applicant institutions, instead the DVD (video and ppt and the pdf of the scanned copies of the entire proposal along with the supporting documents) will be seen/scrutinized at the HQ by the Committee (which will include Registrar, concerned Regional Director, Director and Faculties of School of Computer Science). If required the applicant institutions/ existing Study Centres/ renowned personalities will be contacted. Based on that evaluation, the decision will be taken. Hence DVD is mandatory and careful preparation is must. Verify whether the DVD opens/runs etc before submitting to RC.
- 12) **Content DVD:**
- Every Applicant institution should submit the new DVD along with the hard copy of Application Form file.
 - DVD Cover/top sticker should mention the applicant institutions name, address and its contact person details.

- c) DVD should contain 1) The video 2) PPT 3) PDF of the entire proposal and 4) Word file of of completely filled New Computer Study Centre Application Form (.doc / .docx).
- d) **Applicant Institution should completely fill the word file of New Computer Study Centre Application Form (.doc / .docx).** Add this word file in the DVD. If you have already submitted this file in CD along with the hard copy of the Application Form, then remove the CD from the file.

13) Institution should provide total 8 PowerPoint Presentations as mentioned below

| No. | PowerPoint Presentation | No. of PPT |
|-----|---|---------------------------------------|
| 1) | PowerPoint Presentation used by Head/Owner in his video | 1 |
| 2) | PowerPoint Presentation used by Faculty (Coordinator/Full-Time Counselor only) in his video | 5 for B Category/ 3 for C Category |
| 3) | Essential information PPT | 1 |
| 4) | Desirable information PPT | 1 |

14) PowerPoint Presentations should necessarily include the following:

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- i) **Essential information PPT:** should be prepared separately consisting of following points:

| No. | Essential Slides |
|-----|--|
| 1. | Name and Address of the applicant institution |
| 2. | Appendix A: Details of Computers, LAN, Printers and Other Devices |
| 3. | Appendix B: Details of Space, Furniture and Fixtures, Additional Facilities available at the institute and Staff |
| 4. | Appendix C: Details of Software |
| 5. | Appendix D: Details of Student Enrolment |
| 6. | Appendix E: Photographs of the Institute (Post Card Size) |
| 7. | Appendix F: List of Books, Magazines and CBTs |
| 8. | Appendix-G: Memorandum of Understanding (MOU) |
| 9. | Appendix H: Resolution of the Society / Trust / Foundation of parent organization / provide true copy of shop act license |
| 10. | Appendix I: Bio-data of the proposed Coordinator with necessary true copies of mark sheets, certificate |
| 11. | Appendix I: Bio-data of each Counselor in prescribed format along with the true copies of the mark sheets and certificates |
| 12. | Scanned copies of the accepting letters from the visiting faculties. |
| 13. | Scanned copies of the letters of Accreditation and Membership of other organization |
| 14. | Scanned copies of the letters of Affiliation / Partnerships / Dealership |
| 15. | Scanned copies of layout of the institute/ building with dimensions |
| 16. | Scanned copies of Ownership / lease / rent documents |
| 17. | Appendix J: Referee letter |
| 18. | Appendix K: Last 3 years Financial Audited Statement also specifying Yearly Turnover of the institution |
| 19. | Appendix L: Supporting Documents of Employees contribution (stating deductions under PF, PT, Emp. Welfare Fund etc) |

- ii) **Desirable information PPT:** should be prepared separately consisting of following points:
- Other activities/facilities/programmes organized for students and staff** (eg: Guest lectures, educational trips, soft skill workshops, etc)
 - Publicity carried out by the institution** (e.g. banners, posters, handbills, news paper, television, radio etc.)
 - Cost benefit analysis of the institution** (revenue from fees, expenditure towards salary of faculty, electricity bills, office rental charges, computer charges, consumables, furniture, telephone bills, internet charges, publicity charges, examination charges etc.)
 - Name of best faculty and corresponding subject taught by the faculty.**
 - Details of 5 success stories** (name of the student, current post, name of the company, salary, views of the student about the institution etc.)
 - Record keeping**

15) **Short video with titles/commentary should necessarily include the following:**

As per the following points being shown/ demonstrated in the video, the ppt should show the corresponding evidence in proper synchronization.

Create 5 different videos a to e as mentioned below.

| Points | Video Title | Type of video | No. of videos | Duration (in minutes) | |
|--------|---------------------------------|---|---------------------------------------|-----------------------|---------|
| | | | | Minimum | Maximum |
| a. | Institution | Head/Owner should take the help of PowerPoint presentation. While doing so his/her video is recorded. | 1 | 3 | 5 |
| b. | Views of renowned personalities | Video with commentary | 2 | 2 each | 4 each |
| c. | Infrastructure | Video with commentary | 1 | 5 | 8 |
| d. | Faculty | Presenter should take the help of PowerPoint presentation. While doing so his/her video is recorded. | 5 for B Category/ 3 for C category | 7 each | 10 each |
| e. | Library | Video with commentary | 1 | 2 | 3 |

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a) Institution

- 1) Record the views of Institution Owner/Head which includes the following points:
 - i) Since when the institution has started
 - ii) Vision of the institution
 - iii) Mission of the institution
 - iv) Why does the institution wish to start these new programmes at their place?
 - v) What is aim of the institution in starting these new programmes at their place?
 - vi) What is the expected enrollment at the institution for these new programmes?
 - vii) Name & distance of the nearest active YCMOU Computer Study Center (in km) (if any)
 - viii) Current Certificate/Diploma/Degree/PG Programmes run by the institution
 - ix) Affiliation of University/ Affiliation with Government Agency/ Affiliation/Partnership with Private Training Institute/ Dealership/ Industry tie-ups (if any)
 - x) Placements of students in industry (if any)
 - xi) Achievements
- 2) Show overview of existing institution
- 3) Front view of the building
- 4) Front view of the institution
- 5) Premises
- 6) Nearby/side areas close to premises
- 7) Parking

b) Views of renowned personalities (minimum any 2):

Note: Letter of recommendation of any 2 persons from the following on their letter head with contact details and video.

- 1) Views of renowned nearby College Principal expressing views about the institution
- 2) Bank Manager views (if any) eg: if the institution is having its account, its financial status, experience of institution etc
- 3) Financial Auditor views

c) Infrastructure

i) Office

1. Reception
2. Separate room for office
3. Staff Room
4. Stores
5. Wash rooms
6. Ladies Room (if any)

ii) Teaching – Learning

1. Lecture halls
2. Computer Laboratories

iii) Other facilities

1. Drinking water facility
2. Auditorium/Seminar Hall/Meeting Hall/ etc (if any)
3. UPS, Generator, Scanner, Video Projector, Stabilizer, Digital Camera, TV etc

4. First aid facility (if any)

d) Faculty:

a) Self introduction in short (Preferably minimum 2 minutes each)

- 1) Designation (Head/Coordinator/Counselor/Lab Assistant etc)
- 2) Type (full-time/part-time/visiting etc)
- 3) Brief Bio-data
- 4) Working with the institution since when?
- 5) Self experience about the institution
- 6) Subject teaching
- 7) Subject having command in
- 8) Areas of interest
- 9) Achievements (if any)
- 10) Whether willing to extend the support in academic tasks assigned by the University for the benefit of the students

b) Demo lecture in short (Preferably minimum 5 minutes each)

e) Library

1) Cupboards/Racks:

- a. Showing the books related to Computer Science
- b. Showing the magazines related to Computer Science

- 2) CDs/DVDs/CBTs etc
- 3) Seating arrangement and capacity
- 4) Access hours
- 5) Record maintenance register
- 6) Students feedback (if any)

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As per Study Centre Booklet 2015

Who can apply for the Study Centre?

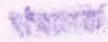
Institutes satisfying following requirements may apply for YCMOU Computer Study Centre.

| S N | Requirements | Category-C (Certificate and Diploma Programmes) |
|--------|------------------------------|--|
| 1 | Intake Capacity | Intake capacity =No of Computers x 10 |
| 2 | Space | 750 sq. ft. This includes <ul style="list-style-type: none"> • At least 1 lecture hall • 1 computer lab. • Separate room for Study center office is compulsory |
| 3 | Computers and other Hardware | <ul style="list-style-type: none"> • 10 Pentium PCs OR Laptops with minimum configuration of 2 GB RAM, 250GB HDD, CD-ROM Drive, USB Ports, Networks Card. OR • Minimum 5 PC's should be stand alone. Rest can be Thin client/work-stations like Extenda • All PC's should support Windows 7 & Office 2010 • Printer (Laser or Inkjet) • Scanner • LAN with 100 MBPS transmission rate • Internet connection |
| 4 | Software | <ul style="list-style-type: none"> • Windows-7 • Office 2010 • Specific software corresponding to courses to be run by the study centre |
| 5 | Staff | Minimum staff includes <ul style="list-style-type: none"> • 1 Coordinator • 2 full time counselors • Min. Qualification of Coordinator: M Sc (CS / IT) / MCA / MCM / B. E. (CS/ IT) / ME (CS) / MTech (CS) / MBA/ any BE/ any BTech/ any MTech/ any MSc from UGC recognized University or equivalent • Min. qualification of two Full Time Counselor: <ol style="list-style-type: none"> a) Graduate in Computer/IT from UGC recognized University which is compulsory OR b) Any MSc in Computer / IT/ Maths/ Stats/ OR c) BE /BTech/MTech/ from UGC recognized University (for Maths/Stats) OR Any Graduate with computer Diploma OR Any PG/ MBA/MCom from UGC recognized University for Soft Skills OR d) Preferably Computer Post-Graduate OR any computer graduate OR any graduate with Computer Diploma. |
| 6 | Learning Resource | <ul style="list-style-type: none"> • Library having at least 100 books and 2 Magazines related to computer science |
| | Processing Fees | <ul style="list-style-type: none"> • 5000/- (non-refundable) |
| | Deposit | <ul style="list-style-type: none"> • Rs. 30,000/- for Private Institute • Rs. 15,000/- for College affiliated to Board or University • 15% will be deducted from the principal amount at the time of refund |

Study Centre Requirements (B Category)

| S N | Requirements | Category-B (Degree Programme) |
|--------|------------------------------|---|
| 1 | Intake Capacity | Intake capacity = 60 seats for BCA, 60 Seats for BSc(BIS) Or combined 120 seats |
| 2 | Space | 2500 sq. ft. This includes <ul style="list-style-type: none"> • At least 2 lecture halls • 2 computer labs. • Separate room for Study center office is compulsory • Reception room and Library |
| 3 | Computers and other Hardware | <ul style="list-style-type: none"> • 30 Pentium PCs OR Laptops with minimum configuration of 2 GB RAM, 250GB HDD, CD-ROM Drive, USB Ports, Networks Card. OR • Minimum 10 PC's should be stand alone. Rest can be Thin client/work-stations like Extenda <ul style="list-style-type: none"> • At least 10 PC's should support Windows 7 & Office 2010 • 2 Printers (Laser or Inkjet) • Scanner • LAN with 100 MBPS transmission rate • Internet connection. |
| 4 | Software | <ul style="list-style-type: none"> • Windows-7 • Office 2010 • Specific software corresponding to courses to be run by the study centre |
| 5 | Staff | Minimum staff includes <ul style="list-style-type: none"> • 1 Coordinator • 4 full time counselors and 3 visiting counselors • 1 Lab assistant <ul style="list-style-type: none"> • Min. Qualification of Coordinator: M Sc (CS / IT) / MCA / MCM / B. E. (CS/ IT) / ME (CS) / MTech (CS) Computer Post Graduate/ MBA/ any BE/ any BTech/ any MTech/ any MSc from UGC recognized University or equivalent Min. qualification of Full Time Counselor Out of 4 counselors minimum 2 should fulfill the criteria a) and remaining 2 counselors should fulfill the criteria either from a), b), c) a) 2 Full-Time Counselors should be Post Graduate in Computer/IT from UGC recognized University which is compulsory having qualification like M Sc (CS / IT) / MCA / MCM / B. E. (CS/ IT) / ME (CS) / MTech (CS) or equivalent b) 1 Full-Time Counselor should be MSc in Maths / Stats / any BE / BTech/MTech/PhD from UGC recognized University(for courses like Maths/Stats) c) 1 Full-Time Counselor should be any PG/ MBA/MCom from UGC recognized University for courses like Soft Skills, ERP, Computerized financial accounting, E-commerce <ul style="list-style-type: none"> • Min. qualification of Visiting Counselor: Same as Full Time Counselor OR Industry Expert in respective subjects |

| | | |
|---|-------------------|--|
| | | Minimum Qualification of Lab Assistant: Diploma/Degree in comp/IT/Electronics/Instrumentation/Electronics/Telecommunication /PG Diploma/CISCO Certification/MCSE Certification/CDAC from UGC recognized University |
| 6 | Learning Resource | <ul style="list-style-type: none"> • Multimedia Computer with Internet Connection for eLearning sessions • Video projector • Seating capacity of the room: 15 Students • Library having at least 100 books and 2 Magazines related to computer science. |
| 7 | Processing Fees | <ul style="list-style-type: none"> • 5000/- (non-refundable) |
| 8 | Deposit | <ul style="list-style-type: none"> • Rs. 1,00,000/- for Private Institute • Rs. 20,000/- for College affiliated to Board or University • 15% will be deducted from the principal amount at the time of refund |
| 9 | | Note: In addition to above requirements, the following points will also be considered for approval of study centre: Educational environment, priority to institutions having strong infra structure, highly qualified staff, proximity of existing YCMOU computer study centers (Preferably 3km away from existing computer study center) , priority to colleges, sanitation facility, vehicle parking space etc. |


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School of Computer Science: New Study Centre Application Supplementary Booklet- Feb 2015

Major change in the policy of granting the Study Centre for the Computer Programmes

1. Institutions having affiliation with UGC recognized Traditional Universities having degree/pg degree programmes of Computer Science/ IT/ Computer Engineering/ Computer Science and Applications can apply for B and C Category Study Centre.
2. Institutions not having affiliation with UGC recognized Traditional Universities can apply only for C Category Study Centre
 - First preference: Institutions registered under Public Trust Act
 - Second preference: Institutions under Shop Act License.
 - Third preference: Institutions having Ownership.
 - The Private institutions (Institute having no affiliation of the traditional university as mentioned in 1) having turnover of 20 lakhs can only apply for the Study Centre.
 - The Private institutions should submit the Financial Audited Report. The institution should mention about the Employee Contribution to Government.
3. Approval will be given for three years. (From: 1-May-2015 To 31-May-2018)
4. Enrollment only for New Study Centres (2015):

| No | Category | Minimum admissions (Fresh Students) in three academic years | Action against New Study Centres not fulfilling minimum admissions | Maximum Intake capacity per year | The intake increase applications for these new Study Centres |
|----|------------|---|---|--------------------------------------|--|
| 1. | B Category | 150 | The Study Centre who will fail to enroll minimum number of students in three years as mentioned above (for whatever reasons), should proactively initiate the Study Centre closure process and claim the refund of the deposit. No new admissions will be allowed on such Study Centre. However the Study Centre will be responsible for providing the necessary academic support to the existing students. | Not more than 120 students together. | Will be considered only after 2 years. |
| 2. | C Category | 200 | | Not more than 120 students together. | |

5. New approval process (For this year only)

- There will be no physical Inspection of the applicant institutions
- Instead the DVD is mandatory (video and ppt and the pdf of the scanned copies of the entire proposal along with the supporting documents) will be seen/scrutinized at the HQ by School of Computer Science and the Study Centre Approval Committee.

- If required the applicant institutions/ existing Study Centres/ renowned personalities will be contacted. Based on that evaluation, the decision will be taken.
6. **Refund of Processing Fees:** Institutions who have paid the processing fees of Rs. 5000/- for the purpose of getting the Study Centre and due to the above decisions will have to withdraw from the process will be returned the processing fees without deductions. **The Institute must apply to the School of Computer Science, through respective RCs for the same along with the receipt of the processing fees.**

Important Points in the Guidelines for the institutions:

1. **Content DVD:** DVD should contain 1) The video 2) PPT 3) PDF of the entire proposal and 4) Word file of of completely filled New Computer Study Centre Application Form (.doc / .docx).

2. **Institution should provide total 8 PowerPoint Presentations as mentioned below**

| No. | PowerPoint Presentation | No. of PPT |
|-----|---|---------------------------------------|
| 1) | PowerPoint Presentation used by Head/Owner in his video | 1 |
| 2) | PowerPoint Presentation used by Faculty (Coordinator/Full-Time Counselor only) in his video | 5 for B Category/ 3 for C Category |
| 3) | Essential information PPT | 1 |
| 4) | Desirable information PPT | 1 |

3. **Short video with titles/commentary should necessarily include the following:**

As per the following points being shown/ demonstrated in the video, the ppt should show the corresponding evidence in proper synchronization.

Create 5 different videos a to e as mentioned below.

| Points | Video Title | Type of video | No. of videos | Duration (in minutes) | |
|--------|---------------------------------|---|---------------------------------------|-----------------------|---------|
| | | | | Minimum | Maximum |
| a. | Institution | Head/Owner should take the help of PowerPoint presentation. While doing so his/her video is recorded. | 1 | 3 | 5 |
| b. | Views of renowned personalities | Video with commentary | 2 | 2 each | 4 each |
| c. | Infrastructure | Video with commentary | 1 | 5 | 8 |
| d. | Faculty | Presenter should take the help of PowerPoint presentation. While doing so his/her video is recorded. | 5 for B Category/ 3 for C category | 7 each | 10 each |
| e. | Library | Video with commentary | 1 | 2 | 3 |

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1. Programme Structure

I. Diploma in Industrial Science

| | | | | | |
|---|--------|--|---|--------|---|
| 1 | CMP301 | Applied Sciences (Physics and Chemistry) | 5 | CMP304 | Social Sciences (Industrial and Social Environment) |
| 2 | CMP302 | Business Mathematics | 6 | CMP305 | Business Statistics |
| 3 | CMP340 | Office Tools for Industrial Science | 7 | CMP306 | Personality Development |
| 4 | CMP303 | Communication Skills in English | 8 | CMP307 | Business Communication Skills |

II. BSc (Industrial Science)

First Year

| | | | | | |
|---|--------|--|---|--------|---|
| 1 | CMP301 | Applied Sciences (Physics and Chemistry) | 5 | CMP304 | Social Sciences (Industrial and Social Environment) |
| 2 | CMP302 | Business Mathematics | 6 | CMP305 | Business Statistics |
| 3 | CMP340 | Office Tools for Industrial Science | 7 | CMP306 | Personality Development |
| 4 | CMP303 | Communication Skills in English | 8 | CMP307 | Business Communication Skills |

Second Year

| | | | | | |
|---|--------|-------------------------------------|---|--------|---|
| 1 | CMP308 | Entrepreneurship Development | 5 | CMP315 | Introduction to Manufacturing Processes |
| 2 | CMP309 | Self-Management | 6 | CMP316 | Industrial Engineering |
| 3 | CMP310 | Internet, Multimedia and Networking | 7 | CMP317 | Inventory Management |
| 4 | CMP311 | Project Management using MS Project | 8 | CMP318 | Japanese Management techniques |

Third Year

| | | | | | |
|---|--------|-------------------------------|---|--------|-----------------------------------|
| 1 | CMP329 | Financial and Cost Accounting | 5 | CMP323 | Health, Safety and Environment |
| 2 | CMP320 | Quality Assurance | 6 | P45PRJ | Project [BSc(Industrial Science)] |
| 3 | CMP321 | Introduction to ERP | | | |
| 4 | CMP322 | Organizational Behavior | | | |

III. Duration

| Sr. No. | Prog. Code | Programme | Minimum Duration | Maximum Duration |
|---------|------------|-------------------------------|------------------|------------------|
| 1 | P44 | Diploma in Industrial Science | 1 year | 3 years |
| 2 | P45 | BSc (Industrial Science) | 3 years | 5 years |

The student can complete the programme in minimum duration as mentioned in the above table. If the student fails to complete the programme within the maximum duration as mentioned in the above table, he/she will be required to re-register for the programme.

IV. Eligibility and Documents to be attached along with the Student's Admission Form:

At present there is **no** provision in the University to admit international students.

The other eligibility criteria are given below:

| Sr No | Prog. Code | Programme | Eligibility |
|-------|------------|-------------------------------|--|
| 1 | P45 | B.Sc (Industrial Science) | 12th Standard OR equivalent OR MCVC OR HSC vocational OR 2-year ITI of any trade whose eligibility is 10 th pass OR 2-year course of Maharashtra State Board of Vocational Education whose eligibility is 10 th pass |
| 2 | P44 | Diploma in Industrial Science | 10 th Pass |

4. Evaluation

University has adopted the New Evaluation Pattern from academic year 2014. It will be implemented in phases from this year;

Phases of New Evaluation pattern are as follows:

- From Academic year 2014-15 for 1st year students only.

- From next academic year 2015-16 it will be applicable to 1st and 2nd year students and
- From academic year 2016-17 New Evaluation pattern will be applicable to all the students.

There is NO change in Evaluation Pattern for 2nd and 3rd year students for the academic year 2014-15. The Existing evaluation method for each component is given below:

Depending upon the nature of the course, the combination of the following components is used for evaluation:

- **Theory Examination:** Objective test (multiple choice questions) of 40 marks (Student has to get minimum 10 marks out of 40 for passing theory examination)
- **Assignments:** 3 Assignments of 20 marks each. Total marks of all the three assignments will be considered for reporting purpose. (Student has to get minimum 15 marks out of 60 for passing evaluation based on assignments)
- **Practical Examination:** Practical Examination of 60 marks will be conducted. (The student has to get minimum 15 marks out of 60 for passing practical examination)

Major Project: Major Project Examination shall carry 300 marks. It will be divided into two components Project Term End Examination and Continuous Assessment. It is compulsory to pass in both the components. Passing percentage is 40%.

The Project Term End Examination: The term End Examination shall carry 240 marks. Student has to get minimum 96 marks out of 240 for passing Term End Examination of Major Project.

The distribution of 240 marks is as follows:

- | | |
|------------------|----------|
| ▪ Project Report | 80 marks |
| ▪ Presentation | 60 marks |
| ▪ Viva | 50 marks |
| ▪ Demonstration | 50 marks |

The continuous assessment: The continuous assessment of Major Project Examination shall carry 60 marks. Continuous assessment shall base on 5 assignments each of 20 marks. (Student has to get minimum 24 marks out of 60 marks to pass this component of Major Project Examination). The continuous assessment is a new component in the evaluation of Project work. The guidelines about evaluation of continuous assessment will be communicated to all the study centres during 5th semester.

Passing in a Course: Student should obtain minimum aggregate 40 % marks

The evaluation of a course shall be done according to the performance of students in the respective components.

5. Evaluation Pattern 2014: (For 1st Year Students)

The evaluation method for each component is given below:

The examination of all courses included in the programme will be of 100 marks except the major project which will carry 300 marks. Depending upon the nature of the course, the combination of the following components is used for evaluation:

- **Theory Examination:** Objective test (multiple choice questions) of 80 marks (Student has to get minimum 32 marks out of 80 marks for passing theory examination)
- **Assignments:** Each course will have 5 Assignments each of 20 marks. Total marks of all the five assignments i.e. 100 marks will be considered for reporting purpose. Marks obtained by the students out of 100 will be converted into 20. (Student has to get minimum 8 marks out of 20 for passing evaluation based on assignments)
- **Practical Examination:** Each practical course will have examination based on practical slips. Practical examination will be conducted out of 100 marks. Marks obtained out of 100 will be converted into 20 marks. (The student has to get minimum 8 marks out of 20 marks for passing practical examination)
- **Seminar Examination:** Seminar Examination shall carry 80 marks. The distribution of marks is as follows:
 - Seminar Report 20 marks
 - Presentation 40 marks
 - Viva 20 marks

The continuous assessment of seminar examination will be based on 5 assignments each of 20 marks i.e. total 100 marks. Marks obtained out of 100 will be converted into 20 marks.

(The students has to get minimum 32 marks out of 80 marks and 8 marks out of converted 20 marks for passing seminar examination)

- **Minor Project:** Minor Project Examination shall carry 80 marks. The distribution of marks is as follows:
 - Project Report 20 marks
 - Presentation 20 marks
 - Viva 20 marks
 - Demonstration 20 marks

The continuous assessment of Minor Project will be based on 5 assignments each of 20 marks i.e. total 100 marks. Marks obtained out of 100 will be converted into 20 marks.

(The students has to get minimum 32 marks out of 80 marks and 8 marks out of converted 20 marks for passing minor project examination)

Major Project: Major Project Examination shall carry 300 marks. It will be divided into two components Project Term End Examination and Continuous Assessment. It is compulsory to pass in both the components. Passing percentage is 40%.

The Project Term End Examination: The term End Examination shall carry 240 marks. Student has to get minimum 96 marks out of 240 for passing Term End Examination of Major Project.

The distribution of 240 marks is as follows:

| | |
|------------------|----------|
| ▪ Project Report | 80 marks |
| ▪ Presentation | 60 marks |
| ▪ Viva | 50 marks |
| ▪ Demonstration | 50 marks |

The continuous assessment: The continuous assessment of Major Project Examination shall carry 60 marks. Continuous assessment is based on 5 assignments each of 20 marks. Marks obtained by student out of 100 will be converted in the ratio of 60 marks (Student has to get minimum 24 marks out of 60 marks to pass this component of Major Project Examination). The continuous assessment is a new component in the evaluation of Project work. The guidelines about evaluation of continuous assessment will be communicated to all the study centres in the month of October. Student should contact to the coordinator by the end of October.

Passing in a Course: To successfully pass the course student should **pass in both the components** of the course independently. Student should obtain minimum aggregate 40 % marks in each component. (For example in a 100 marks course evaluation; minimum 32 marks out of 80 in term end examination and minimum 8 marks out of 20 in continuous assessment will be required to pass in a course.)

The evaluation of a course shall be done according to the performance of students in the respective components.

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6. Table: Course Evaluation Components

| Sr. No. | Course Code | Name of Course | Credit Points | Components for Evaluation | |
|---------|-------------|---|---------------|---------------------------|------------|
| | | | | I | II |
| 1 | CMP301 | Applied Sciences (Physics and Chemistry) | 4 | Theory | Assignment |
| 2 | CMP302 | Business Mathematics | 4 | Theory | Assignment |
| 3 | CMP340 | Office Tools for Industrial Science | 4 | Theory | Practical |
| 4 | CMP303 | Communication Skills in English | 4 | Theory | Assignment |
| 5 | CMP304 | Social Sciences (Industrial and Social Environment) | 4 | Theory | Assignment |
| 6 | CMP305 | Business Statistics | 4 | Theory | Assignment |
| 7 | CMP306 | Personality Development | 4 | Theory | Assignment |
| 8 | CMP307 | Business Communication Skills | 4 | Theory | Assignment |
| 9 | CMP308 | Entrepreneurship Development | 4 | Theory | Assignment |
| 10 | CMP309 | Self-Management | 4 | Theory | Assignment |
| 11 | CMP310 | Internet, Multimedia and Networking | 4 | Theory | Assignment |
| 12 | CMP311 | Project Management using MS Project | 4 | Theory | Practical |
| 13 | CMP315 | Introduction to Manufacturing Process | 4 | Theory | Assignment |
| 14 | CMP316 | Industrial Engineering | 4 | Theory | Assignment |
| 15 | CMP317 | Inventory Management | 4 | Theory | Assignment |
| 16 | CMP318 | Japanese Management Techniques | 4 | Theory | Assignment |
| 17 | CMP329 | Financial and Cost Accounting | 4 | Theory | Practical |
| 18 | CMP320 | Quality Assurance | 4 | Theory | Assignment |
| 19 | CMP321 | Introduction to ERP | 4 | Theory | Assignment |
| 20 | CMP322 | Organizational Behavior | 4 | Theory | Assignment |
| 21 | CMP323 | Health, Safety and Environment | 4 | Theory | Assignment |
| 22 | P45PRAJ | Project | 12 | Presentation and Viva | |

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